DSU15CS0002



Strictly Private and Confidential

13-Apr-2019

AAZMAAN AHMED KHAN
#14,2nd Main,1st Cross,Maruthi Layout,BTM 1st Stage,Bangalore - 560029
9108646885

Dear AAZMAAN,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

 Candidate's Signature Aazmaan Ahmed Khan

Reference Id: b007df9f-b59b-47e7-a436-770c240dbb4e_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

Aazmaan Ahmed Khan

[Insert full legal name]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

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DSU/5 CS 0004

HRD/3T/19-20/12696101

Mr. Abhishek Kumar Tiwari

Candidate ID: 12696101
S/O ARUN TIWARI,
BINDUSAR HAMEED,
POST- BINDUSAR,
SIWAN, BIHAR, 841227
Ph: 7349195653

July 09, 2019

Dear Abhishek Kumar Tiwari,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
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askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

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HRD/3T/19-20/12696101 July 09, 2019

Mr. Abhishek Kumar Tiwari

Candidate ID: 12696101
S/O ARUN TIWARI,
BINDUSAR HAMEED,
POST- BINDUSAR,
SIWAN, BIHAR, 841227
Ph: 7349195653

Dear Abhishek Kumar Tiwari

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **February 10, 2020.**

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and Successful completion of the training.

Probation and confirmation

You will be on probation for a period of twelve months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

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ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Abhishek Kumar Tiwari**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (Subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Abhishek Kumar Tiwari**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
OTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money (To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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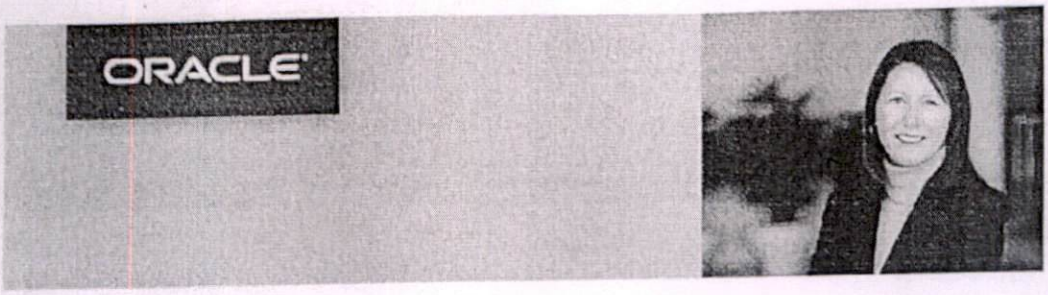

Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our Life at Oracle employee video series for firsthand accounts of what it is like to work at Oracle and learn more about Oracle and our product offerings.

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl
Executive Vice President of Human Resources, Oracle

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Integrated Cloud
Applications & Platform Services

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phone +91 22 6718 3000
fax +91 22 6718 3001
oracle.com/financialservices
CIN : U72200MH1989PLC053666

Reference ID: **11294728**

May 27, 2019

Aditi Khandelwal

Dear Aditi Khandelwal,

We are pleased to offer you employment in the position of **Associate Consultant** with **Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Bengaluru**, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

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oracle.com/financialservices
CIN : L72200MH1989PLC053666

If you have received relocation benefits within the last 24 months, elect on your own volition to change Country or City into a new role after 12 months, no relocation assistance to new Country or City will be extended. These benefits shall cease upon the termination of your existing employment contract with Oracle.

Temporary accommodation would be provided for you, your spouse and dependent children for a period not exceeding 30 days, at Oracle preferred hotels. Expenses related to members other than those prescribed above would have to be borne by you.

You have to initially settle the dues to the hotel and can claim for reimbursement of expenses along with original bills. Temporary accommodation will be provided only for the number of days given above.

The expenses on stays of up to and including 15 days would not be taxed. If the temporary accommodation is used for more than 15 days, the expenses will be borne by the Company; however, the taxes on the expenses for the entire temporary accommodation duration will have to be borne by you.

Please refer to the offer pack for information regarding booking the Temporary Accommodation.

Recovery of Costs: All relocation expenses reimbursed by the Company to the employee or incurred by the Company on the employee's behalf whether for travel, shipping, boarding and lodging or any other, will be fully refundable to the Company should the employee leave the Company's service for any reason whatsoever before the end of one year from date of joining. The Company may deduct this amount from any monies due to the employee. Relocation and related expense thereof are taxable and such tax will be payable by the employee.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process (including verification of educational qualifications and credentials). If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday beginning 09:00 am**. You may therefore choose to commence on any Monday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your HR Rep **Smitha Oswal at 91-22-67183091**.

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ORACLE

Oracle Financial Services Software Limited

Oracle Park
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fax +91 22 6718 4001
oracle.com/financialservices
CIN L72300MH1989PLC053666

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look forward to having you with us in our team.

Yours Sincerely,
For **Oracle Financial Services Software Ltd**

Bindu Venkatesh
Vice President – Human Resources & Training

OFFER LETTER ACCEPTANCE:

I, **Aditi Khandelwal** agree with all the above terms and conditions of employment with Oracle.

I shall commence employment with effect from **August 19, 2019** unless I am notified by HR that I should commence on an alternative date.

This contract is legally binding based on the laws of India.

Signature: _____ Date: 28-05-2019

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oracle.com/financialservices
CIN : L72200MH1989PLC053666

EMPLOYMENT AGREEMENT & EMPLOYMENT BENEFITS

This section sets out Oracle's terms of employment and some of Oracle's current benefits extended to employees. Regular full time employees are eligible for these benefits, subject to Company's policies, rules and guidelines. However these benefits are pro-rated for Part time and Temporary employees. Oracle reserves the right to review these benefits on a regular basis and make adjustments or withdrawals where appropriate. These benefits shall cease upon termination of your employment with Oracle, and may also cease if you take long-term personal leave of absence.

You will need to check with your local HR team for details.

I) TERMS OF EMPLOYMENT

REMUNERATION PAYMENT ADVICE

Salary will be paid into your salary account by the last day of each month. Should the payment date fall on a public holiday or a non-working day, payment will be made on the previous working day.

Your remuneration will be subject to annual review, or at such times as may be appropriate. Review dates are set by Corporate Headquarters. We strongly urge you to seek professional income tax advice on your personal tax commitments on cash compensation, stock options and any private investments. Please ensure that you are aware of the necessary implications as applicable to your individual situation. The Company will review your performance throughout your employment. A performance review will not necessarily result in a salary increase.

You will appreciate that information relating to your remuneration package is strictly confidential and hence request you to maintain this confidentiality.

WORK HOURS

You are bound by the rules relating to working hours, shift timing, rest interval, leave and related matters which are currently in force or may be introduced from time to time. You may from time to time also be required to work at different times, including at night.

TRAVEL AND TRANSFERS

During your employment with Oracle, you may be expected to travel to customer sites and other Oracle offices should there be a need. Oracle may also in its discretion transfer you to another job, department, branch, office or customer site (which is in existence either at the time of your appointment or is established, acquired or otherwise comes into existence in the future), whether situated in the same location or other locations in India or abroad. You may also be required to transfer to another company which is affiliated with or related to the Company or in which the Company has an interest.

Although the Company will endeavor to ensure that any transfer or relocation does not cause unnecessary disruption to your status, the Company does not guarantee the continuation of any facility or perquisite upon transfer. In all cases of transfers, you will be governed by Oracle's transfer policy.

Reasonable relocation costs (as determined by Oracle) may be paid if applicable, subject to Oracle's Relocation Policy in effect at the time of such relocation.

In the event of transfer of your employment to any company in Oracle Corporation, your new employment will be subject to the terms of this Agreement until you sign another one with the new employing company.

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ORACLE Oracle Financial Services Software Limited
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fax +91 22 6718 3001
oracle.com/financialservices
CIN : L72200MH1989PLC053666

VISA

For non-India citizens, you may not commence employment unless you have a legal entitlement to live and work in India. Your employment period will be subject to the approval of your work permit by the Immigration Department. Subsequent renewal or extension thereon is also subjected to Oracle Management and Immigration approvals.

OBLIGATIONS TO THE COMPANY

You are required to:

a) Follow all reasonable and lawful directions of your manager or of any authorized person in the course of employment;

b) Devote your working time and attention to the business of the Company and perform the duties assigned to you to the best of your abilities, in good faith and in compliance with the law;

c) Thoroughly familiarise yourself with and comply with all the Company's policies, rules, procedures and guidelines in place from time to time, including Oracle's Code of Ethics and Business Conduct, a copy of which is included in the Offer Packet;

d) Undertake all mandatory training within 30 days of commencement of employment with the Company and thereafter at regular intervals as may be required, including completion of Oracle's Ethics and Business Conduct course available on-line through the Oracle intranet and accessible to all employees at the following URL:http://my.oracle.com/content/web/CNT244762

e) Review and abide by all policy communications and any guidelines, which may be sent to you from time to time by way of electronic mail notification and/or the Oracle intranet.

CODE OF ETHICS AND BUSINESS CONDUCT

Your adherence to the Oracle Code of Ethics and Business Conduct is vital to Oracle and to your success at Oracle. When you accept this letter of offer, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and abide by it. You also agree to take Oracle's Ethics and Business Conduct course, available on-line through Oracle's intranet. The Oracle Code of Ethics and Business Conduct and Oracle Policies are available on the APAC HR website, accessible to all employees from myoracle Home Page.

You agree, after beginning employment, to access the APAC and India HR Website and thoroughly familiarize yourself with Oracle's policies as amended from time to time. These policies do not form part of your contract of employment. However, you are expected to abide by these policies. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

CONFIDENTIALITY AND PROPRIETARY INFORMATION

All information, documentation and resources, however provided, remain at all times the confidential property of the Company. You will not disclose the same to any third party or use them for personal benefit or gain without prior authorisation from the Company. It is a condition of your employment that you accept and abide by the terms of the Proprietary Information Agreement included in the offer packet. Any breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or the Indian Government a license authorizing

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to export.

PRIVACY AND PERSONAL DATA TRANSFER

Oracle may collect and use your personal information for a variety of purposes related to your employment with Oracle, including without limitation processing job applications, administering payroll and benefits, travel, general employment management, job assignment and service delivery, and compliance with legal and regulatory requirements to which Oracle is subject directly or indirectly.

Oracle may transfer employment-related records from global jurisdictions in which Oracle subsidiaries operate to Oracle America, Inc. for centralization purposes. Such transfers are accomplished under the terms of Oracle's Agreement for the International Transfer of Personal Information within the Oracle Group which specifies internal data processing principles as well as specific physical, technical and organizational security measures for the handling of such records. Personal data may be accessed from Oracle locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Oracle may also share your personal information with third parties as necessary in connection with employment, service delivery, corporate governance, corporate acquisitions and compliance with legal or regulatory requirements and activities.

CESSATION OF EMPLOYMENT

Termination of employment by either party shall be one month's notice in writing or payment in lieu of notice. Such notice may not be offset by unused leave. Oracle may end this contract and terminate your employment immediately without notice or further compensation to you:

- If your actions at any time constitute a serious breach of Oracle's standards of behavior and/or employment conditions, including but not limited to, any breach of any of the provisions of this Employment Agreement, the Proprietary Information Agreement or the Code of Ethics and Business Conduct; you are guilty of any serious misconduct or willful neglect in the discharge of your employment duties; or you engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud).

- If it is found at any time that any information provided by you is not true and correct, or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light. This offer is made on the understanding that all information given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate.

- If you do not pass the qualifying examination in the first attempt and if you have any arrears till the final examination. (APPLICABLE ONLY TO CAMPUS/FRESHERS HIRES)

DEDUCTIONS

During your employment or upon termination of your employment for any reason, Oracle may deduct from your salary (including holiday pay) or outstanding expenses claims, any overpayments, outstanding debts or monies owed by you to the Company or the value of any unreturned Company property.

JOB ASSIGNMENTS

You may during the course of your employment be given assignments based on the Company's reasonable business needs which the Company considers are suited to your background, qualifications and/or experience. In addition, based on the reasonable business needs of the company, you may be moved between the manager and individual contributor job roles as required. You shall not refuse to carry out any assignment or role solely on the ground that it has not been or does not form part of your usual duties. You will not be entitled to any additional compensation for carrying out such assignment or role if, in the opinion of the Company, the job or the duties are equivalent to your initial position or duties.

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RETIREMENT

You will retire from service on completion of 60 years of age. Thereafter the company may offer you a new employment contract at its discretion.

JURISDICTION

In the event of any dispute regarding the terms and conditions of your employment, you agree that you will be subject to the jurisdiction of the relevant courts and the laws of Mumbai, India.

JOINING FORMALITIES

You are requested to follow the formalities set out in this Employment Agreement to complete your joining formalities.

II) FLEXIBLE BENEFITS PLAN (FBP)

The FBP is a component of your gross compensation package as specified in your offer letter that accompanies this document. The FBP intends to provide you with flexibility to plan your expenditure and income tax. You will be eligible to claim the benefits under FBP under its various heads subject to (a) aggregate of such heads not exceeding the maximum FBP amount mentioned in the offer letter and (b) the guidelines/ norms mentioned in the table below:

S.No.	Benefits	Value (per annum)	Details
A.	House Rent Allowance	Minimum of 5% and up to a maximum of 50% of Basic salary	Tax exemption will be extended as per Tax laws
B	Meal Allowance	Up to INR 20,400 with denominations of Zero, INR 3,000 or INR 6,000 or INR 9,900 or INR 10,800 or INR 15,600 and INR 20,400.	Meal Allowance, as part of FBP, is extended to employees who would be provided with meal cards. These meal cards can be used at all OFSS cafeterias and also other eating joints for buying food and non-alcoholic beverages only.
C	Leave Travel Allowance	Up to 7.5% of Basic	Will be reimbursed against actual bills subject to prevailing Indian Income Tax regulations. Any unclaimed amount, will be paid as per company policy, subject to tax.
D	Employer contribution towards Superannuation Fund -	This is an optional scheme. If opted by the employee will be given one time option at the time of joining and subject to FBP balance being available, the company contribution shall be at a fixed rate of either 5% or 10% of Basic salary.	The option to contribute to Superannuation fund can be exercised only once during the employment at Oracle India and at the time of joining. If Superannuation is opted for, any statutory outflows, levies on account of Superannuation contributions would be to your account.

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E	Employer contribution towards National Pension Scheme (NPS)	This is an optional scheme. If opted by the employee and subject to FBP balance being available employee can request company to contribute a minimum of INR 6000 per annum and not exceeding 10% Basic salary.	Contribution towards NPS will commence once the Permanent Retirement Account Number (PRAN) as per the scheme is submitted to the company. Till the PRAN details are submitted, any amount chosen towards NPS, will be paid as part of Special Allowance. If an employee opts for this benefit then every year employee would have the ability to vary the employer's contributions to NPS within the limit specified subject to a minimum contribution of INR 6000 per annum. A new hire without an earlier active NPS account will have the ability to opt for this benefit within the scope of this FBP only in the month of April of the following year. For more details regarding the NPS, please refer to the following link. http://pfrda.org.in/
F	Special Allowance	Remaining FBP amount	FBP amount as per offer, less the total amount distributed to benefits, as mentioned above. This will be paid subject to Tax.

Note:

1. It is to be understood that the above FBP components can't be claimed as a matter of right. Employee's leverage of the FBP is dependent upon the FBP amount mentioned in the offer letter.

2. You are required to declare on the day of your joining employment and once during every financial year in April, the FBP components that you would like to opt for and the amounts that you would like to allocate based on the total FBP amount applicable to you.

3. The FBP allocation shall be such that at the minimum, the allocation towards House Rent Allowance and Special Allowance together with the Basic Salary that has been offered to you, shall not be less than INR 253,200 p.a.

You are only eligible for these benefits, perquisites and entitlements after you have joined the Company and subject to the Company's policies, rules, procedures and/or guidelines that may be issued and/or amended from time to time. All benefits, perquisites and entitlements (including reimbursements) are subject to any relevant and applicable Income Tax provisions, including taxation on perquisite value.

These benefits, perquisites and entitlements shall cease upon the termination of your employment with the Company. They may also cease if you take unpaid leave. You should check with your local HR team for details.

III) OTHER BENEFITS

PROVIDENT FUND/ EMPLOYEE PENSION SCHEME

You will be required to subscribe to the Provident Fund/Employee Pension Scheme as may be applicable to you. The Company will contribute 12% of your Basic salary toward this fund/ scheme.

If you are holding any travel document other than an Indian Passport, you will be treated as an "International Worker," in accordance with the provisions of the Provident Fund Act. Please refer to http://www.epfindia.com/site_en/International_workers.php?id=sm3_index for further details.

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GRATUITY

Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

HOUSE RENT SECURITY DEPOSIT

Any employee entering a new personal lease for rental accommodation for his/her self is eligible to apply for an advance to pay for the security deposit as per company policy. In accordance with the Company's policy, this advance will be recovered from the employee's salary in installments.

MEDICAL INSURANCE

All employees, their spouse and two dependent children will be enrolled under the Company's Group Medical Insurance scheme.

In addition, employees have an option to enroll dependent parents under the scheme on the day of their joining Oracle. If opted, the premium for parents, as applicable from time to time, will be recovered from the employee's salary.

Insurance cover will begin after the insurance company accepts and processes all information provided by the employee after joining. To facilitate early enrolment, employees are required to provide, immediately on joining, all information necessary for the group insurance policy.

The claims settlement will be as per the Insurance Policy and Co-pay guidelines of the Company. Co-pay is an arrangement wherein a percentage of total claim amounts will be settled by the Insurance Company and the remaining percentage is borne by the employees. The claims will have to be submitted by the employee directly to the insurance company and will be subject to the policies of the insurance company.

The Company reserves the right to modify the terms and conditions of the medical insurance scheme from time to time.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the Company has subscribed to group term life insurance. The insurance coverage is equivalent to two times Annual Gross Pay (AGP) or Rs. 10 Lac (whichever is higher), payable in the event of demise of an employee, subject to the terms and conditions of the insurance policy.

If the sum insured per aforesaid policy exceeds a particular limit then the extent of insurance benefit will be determined by the Insurers subject to certain reviews & evaluations by the Insurance Company. For further details on this, you can refer to the Total Rewards section of the India HR portal.

Employees on attaining 60 years of age will be covered under this policy, subject to renewal of the employment contract, the employees producing the Good Health Certificate and also clearing the required medical tests prescribed by the Insurance Company.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Oracle Group Personal Accident Policy, for any partial or total disablement arising out of an accident, subject to the terms and conditions of the said policy.

IV) VARIABLE PAY

a) Your variable compensation is dependent on your role in the Company. Change in role can also mean a change in variable pay. In such case you would be required to adopt the variable associated with your next role and the global standard for this role, which may be at a different level - either

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higher or lower than the role you are vacating.

b) If you move to a new role with a different variable compensation plan, your Base Pay (AGP) and Variable pay might be adjusted including reduction in Base Pay as applicable to the new role.

V) JOINING FORMALITIES

1. You are requested to report at the following address depending on your place of posting, on the stipulated date of joining to complete your joining formalities:

Bangalore (Global Axis)	Chennai	Mumbai (GO)	Pune
Oracle Financial Services Software Ltd. Gopalan Enterprises Pvt. Ltd. (SEZ) Global Axis, Unit – I, #152, EPIP Zone, Whitefield, Bangalore - 560066 India **Tel :** +91 80 4918 0000 **Tel :** +91 80 3348 0000 **Fax :** +91 80 6695 2300 **Contact Person :** Gireesh PS **Contact No :** +91 80 4918 4595	Oracle Financial Services Software Ltd. Green I Tech, # 5 Muthiah Mudali Street, Off Cathedral Road Chennai - 600 086 India **Tel :** +91 44 6696 1000 **Fax :** +91 44 6678 4001 **Contact Person :** Sopna Devi **Contact No :** +91 44 6696 1550	Oracle Financial Services Software Ltd. (GO) Oracle Park, Off Western Express Highway Goregaon (East) Mumbai - 400 063 Maharashtra India **Tel :** +91 22 6718 3000 **Fax :** +91 22 6718 3001 **Contact Person :** Rima Shah **Contact No :** +91 22 6718 2122	Oracle Financial Services Software Ltd. Oracle Park, Ambrosia, Pune - 411 021 Maharashtra India **Tel :** +91 20 6656 2000 **Fax :** +91 20 6656 2012 **Contact Person :** Sunita Mokar **Contact No :** +91 20 6656 2127

2. At the time of your joining, you are required to submit a copy of the following testimonials:

   A. Educational Qualification
      a) Graduation – degree certificate and / or marks cards of all years / semesters
      b) Post-Graduation – degree certificate and/ or marks cards of all years / semesters

   B. Work Experience
      a) Experience & relieving certificates or resignation acceptance letter of your current employer.

3. In addition, you are required to submit the following:
   a) 4 passport size photographs in color with white background
   b) Copy of Work Permit (in the case of Expatriates)
   c) Proof of identity (e.g.: Passport, Driver's license, PAN card, Ration card, Voter ID card)
   d) Duly completed Declaration Form for Aadhaar Number, which is required by the Provident Fund Authority for the purpose of enrolling you for PF benefit and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal account Number (UAN) or link your current UAN, if any, with Oracle's PF Code, which is required for the purpose of enrolling employees under the Employee provident Fund and Employee Pension Scheme, for which there is no alternative. This declaration form will be provided to you on the day of your joining.

   Note: In case you do not have Passport and PAN Card, it is mandatory for you to apply for one within 15 days of joining. You will need to submit a copy of the application receipt for the same to the On boarding team.

4. The induction would be commencing at 9.00 am on your confirmed date of joining. However, you are requested to report at the venue latest by 8:45 am.

5. Prompt receipt of the above testimonials and documents, along with the personal data form and the other enclosure duly completed would help us to complete the joining formalities seamlessly. Your

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cooperation is solicited in complying with the above.

Acknowledgement:

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: Aditi

Name: **Aditi Khandelwal** Date: 28-05-2019

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ORACLE Oracle Financial Services Software Limited Oracle Park
Off Western Express Highway
Goregaon (East)
Mumbai, Maharashtra - 400 063
India
phone: +91 22 6718 3000
fax: +91 22 6718 3001
oracle.com/financialservices
CIN : L72200MH1989PLC053666

APPENDIX II

ORACLE

PROPRIETARY INFORMATION AGREEMENT

Oracle Financial Services Software Ltd ("OFSS") *develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, educational and other services relating to Oracle products. Oracle develops and uses confidential and proprietary information in its business. This information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.*

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a confidential, proprietary or trade secret nature. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information".

   Proprietary Information includes by way of illustration and without limitation:

   a. all software and other technology developed or licensed by or for Oracle or its affiliates or licensed to Oracle or its affiliates by a third party, and any documentation relating to such software or technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise); its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, data, bug reports and customer information;

   b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;

   c. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

   Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

   At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence, I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorised third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person; I will not bring any proprietary information of a former employer or other entity or person to Oracle; and I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, other entity or person.

3. All ideas, processes, inventions, modifications, and all intellectual property rights throughout the world

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(including copyright) relating to any work or business carried on by Oracle, conceived by me alone or with others during the term of my employment, whether or not conceived during regular business hours ('the Intellectual Property"), shall immediately on its creation belong exclusively to Oracle. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Intellectual Property without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. Further, I agree to execute without receiving additional compensation: (a) any formal documents necessary to assign the Intellectual Property to Oracle; and (b) all documents required to obtain a patent, register a copyright, or enforce or ensure Oracle's rights in such Intellectual Property. These obligations shall continue beyond the termination of employment.

4. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

   I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracle's rights under copyright laws. To the extent that any Development may not be considered a "work made for hire", I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in registering, prosecuting, perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development for any and all countries. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Developments without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. My obligations under this section shall continue beyond the termination of my employment.

5. I acknowledge that it is my absolute responsibility to ensure that any Developments owned by me, which relates to responsibilities of the kind which I may undertake at Oracle and which I desire to remove from the operation of this agreement has been identified in Exhibit A, attached hereto. If nothing is listed on Exhibit A, or if no Exhibit A is attached I warrant that no such intellectual property exists. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).

6. For the avoidance of doubt and to the extent permitted by law I consent to any act or omission of Oracle which would, but for this consent, infringe any of my moral rights (or any similar rights granted in any country of the world).

7. I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.

8. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.

9. I will upon termination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.

10. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials belonging to Oracle

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including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems or accounts.

11. I agree that I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide services similar to those which I provided to customers or clients of Oracle during my Oracle employment, for any of Oracle's customers or clients or prospective customer or client located in India or in any other countries during the twelve months preceding my termination from Oracle.
12. I release Oracle from any infringement of my personal or property rights which occurs through the exercise by Oracle of: any of its rights under this agreement; or any rights acquired by Oracle through my employment.
13. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
14. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in Mumbai, India. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
15. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected. I understand that the obligations imposed upon me by this agreement are in addition to and not in substitution of any duties and obligations which I may otherwise owe to Oracle to keep the Proprietary Information confidential. If I fail to comply with this agreement I will indemnify Oracle for all loss and damage which Oracle may suffer.
16. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle and that it may only be amended through written agreement between Oracle and I.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: Aditi K

Name: **Aditi Khandelwal** Date: 28-05-2019

FOR OFFICE USE ONLY
Accepted, agreed and executed for **Oracle Financial Services Software Ltd**

Signature:

Date: May 27, 2019
Name: Bindu Venkatesh (Vice President - Human Resources & Training)

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DSU15CS0006



Strictly Private and Confidential

10-Apr-2019

Aishwarya Kelamane Srinivasa
Flat No.214,Sri Pearl Park Apartment,opposite to R V College of Engineering,Valagerahalli,Mysore Road,Kengeri,Bengaluru.
9663588844

Dear Aishwarya,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

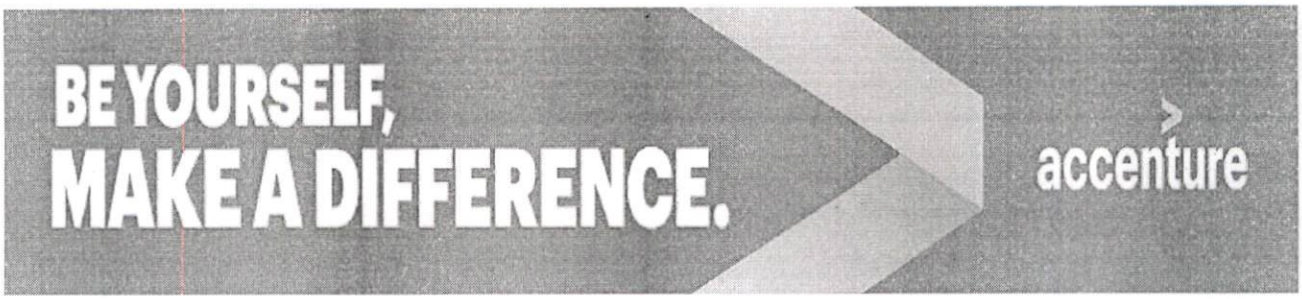
Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0008



Strictly Private and Confidential

10-Apr-2019

Akshay Kanehitlu Satishkumar
Akshaya Dhama, #559, 4th block, Basaveshwara Layout, Harangi Road, Kushalnagar
7016002356

Dear Akshay,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 65b5381a-9b14-4e1f-ab77-28e55f702ce1_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

AKSHAY KANEHITLU SATISHKUMAI

[*Insert full legal name*]

 Candidate's Signature _____

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    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
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ANNEXURE - II

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1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

Dayananda Sagar University

Gopal S S <ssgopal@dsu.edu.in>

Fwd: Cerner Offer Letter

1 message

Amogh Kokari <amoghsrcm@gmail.com>
To: Gopal S S <ssgopal@dsu.edu.in> Thu, May 9, 2019 at 9:41 AM

---------- Forwarded message ---------
From: **Amogh Kokari** <amoghsrcm@gmail.com> —DSUISCS0010
Date: Mi., 8. Mai 2019, 16:45
Subject: Re: Cerner Offer Letter
To: S,Muthurajkumar <Muthurajkumar.S@cerner.com>

Sir,

Thank you for the confirmation.

Thank You
Amogh Mahadev Kokari

S,Muthurajkumar <Muthurajkumar.S@cerner.com> schrieb am Mi., 8. Mai 2019, 15:21:

> Amogh,
>
> You can join us on 3rd June and this is your official confirmation.
>
> Regards,
>
> **Muthurajkumar.S**
>
> |Manager, Lead Recruiting Partner |
>
> |Muthurajkumar.s@cerner.com | | Cerner Corporation | www.cerner.com cid:image001.png@01D0E0C6.63152160
>
> Follow us on Twitter (@CernerIndia) and Facebook
>
> **HR Questions?** Log a Request to the area of HR Service Center or reference the India Human Resources uCern Group or visit the HR uCern Wiki Your Source for HR Answers!
>
> *The plus symbol is made with two minus symbols..*
>
> ***So all the negative things can be shaped as Positive by our smart work and Positive thinking... !***
>
> **From:** Amogh Kokari <amoghsrcm@gmail.com>
> **Sent:** Wednesday, May 8, 2019 3:21 PM

To: S,Muthurajkumar <Muthurajkumar.S@Cerner.com>
Subject: Re: Cerner Offer Letter

Sir,

I have accepted the offer letter.

I have my end semester exams from 21st to 25 and a project presentation after that. Hence, I will need time for that. The joining date mentioned in letter is 20 may, please look into it.

Thank You

Amogh Mahadev Kokari

Muthurajkumar.S <Enterprise@trm.brassring.com> schrieb am Mi., 8. Mai 2019, 01:13:

> Amogh,
>
> Congratulations again on your offer from Cerner! Your offer letter has been added to your account on our candidate portal along with a sample employment agreement.
>
> In order to accept this offer, please electronically acknowledge the letter in the portal here: (Candidate Zone - Application Documents & Forms). Upon clicking this link and signing in, please click the "Documents" tab, then click the offer letter hyperlink and scroll down to complete the acceptance information.
>
> Let me know what questions or concerns you may have. I look forward to hearing from you soon!
>
> Thanks,
> Muthurajkumar
>
> Muthurajkumar S
> Manager | Lead Recruiting Partner
> Muthurajkumar.S@Cerner.com | +91 80 30730332 direct
>
> Attached Files:
> CIA Offer_CTC.pdf
> Offer Letter

CONFIDENTIALITY NOTICE This message and any included attachments are from Cerner Corporation and are intended only for the addressee. The information contained in this message is confidential and may constitute inside or non-public information under international, federal, or state securities laws. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you are not the addressee, please promptly delete this message and notify the sender of the delivery error by e-mail or you may call Cerner's corporate offices in Kansas City, Missouri, U.S.A at (+1) (816)221-1024.



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NONDISCLOSURE AGREEMENT

In connection with a proposed business relationship, OnlyGroup ("Company") has allowed you **(Aniket Ambuj)** access, or may allow you access, to business, technical or other information, materials and/or ideas ("Proprietary Information," which term shall include, without limitation, anything you learn or discover as a result of exposure to or analysis of any Proprietary Information).

In consideration of any disclosure and any negotiations concerning the proposed business relationship, you agree as follows:

1. You will hold in confidence and will not possess or use or disclose any Proprietary Information except information you can document (a) is in the public domain through no fault of yours,
(b) was properly known to you, without restriction, prior to disclosure by Company or (c) was properly disclosed to you by another person without restriction. You will not reverse engineer or attempt to derive the composition or underlying information, structure or ideas of any Proprietary Information. The foregoing does not grant you a license in or to any of the Proprietary Information.

2. If you decide not to proceed with the proposed business relationship or if asked by Company, you will promptly return all Proprietary Information and all copies, extracts and other objects or items in which Proprietary Information may be contained or embodied.

3. You will promptly notify Company of any unauthorized release, disclosure or use of Proprietary Information.

4. You understand that this Agreement does not obligate Company to disclose any information or negotiate or enter into any agreement or relationship. You will strictly abide by any and all instructions and restrictions provided by Company from time to time with respect to Proprietary Information or Company systems. You will ensure the security of any facilities, machines, accounts, passwords and methods you use to store any Proprietary Information or to access Company systems and ensure that no other person has or obtains access thereto.

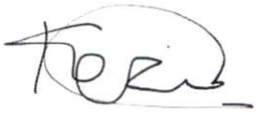
5. The terms of this Agreement will remain in effect with respect to any particular Proprietary Information until you can document that such Proprietary Information falls into one of the exceptions stated in Paragraph 1 above.

6. You acknowledge and agree that due to the unique nature of the Proprietary Information, any breach of this agreement would cause irreparable harm to Company for which damages are not an adequate remedy, and that Company shall therefore be entitled to equitable relief in addition to all other remedies available at law.

7. Until one year after the later of (i) the date of this Agreement or (ii) the last disclosure of Proprietary Information to you, you will not encourage or solicit any employee or consultant of Company to leave Company for any reason.

8. This Agreement is personal to you, is nonassignable by you, is governed by the internal laws of India and may be modified or waived only in writing signed by both parties. If any provision of this Agreement is found to be unenforceable, such provision will be limited or deleted to the minimum extent necessary so that the remaining terms remain in full force and effect. The prevailing party in any dispute or legal action regarding the subject matter of this Agreement shall be entitled to recover attorneys' fees and costs.

Acknowledged and agreed on **Jan 28, 2019**:



SIGNATURE

Aniket Ambuj

NAME

January 28, 2019

DATE

DSUISCS0013



Strictly Private and Confidential

13-Mar-2019

Ankitha C S
11, Standage Road, Frazer Town, Bangalore-05
9731973864

Dear Ankitha C S,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

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Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

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DSU15LS0014

FACE

November 7, 2019

Mr. Anudeep R

anudeep8497@gmail.com

Dear Anudeep R

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Anudeep R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

..ank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0015

Mahindra COMVIVA

Comviva Technologies Limited
Regd. Office
A-26, Info City, Sector 34
Gurgaon-122001, Haryana
India

Tel: + 91 124 481 9000
Fax: + 91 124 481 9777
CIN: U72200HR1999PLC041214

mahindracomviva.com
info@mahindracomviva.com

Date: 04/09/18

To,
ANUSHRAV MISHRA

Subject: Letter of Intent for hiring

Dear ANUSHRAV,

Congratulations!!

We are pleased to select you for a position with Comviva Technologies Limited. The date of joining will be communicated to you at a later stage.

Your hiring is conditional upon the following:

i. Your joining will be at Gurgaon/Bengaluru or any other place as may be intimated to you.
ii. On the date of your joining, you are required to execute the following documents: a. Offer Letter / Employment Letter; b. Non-Disclosure Agreement ("NDA"); c. Code of Conduct ("CoC"); and
iii. Fulfillment of all other obligations which are mandatory for completion of joining formalities as required on the date of commencement of employment
iv. You may be posted at any location and/or any business unit within or outside India.

An indicative compensation structure offered by Comviva for the position in respect of which you have been selected is appended herewith as an Annexure. At the time of joining, you will be required to sign an Employment Agreement containing detailed terms of your subsequent employment with Comviva.

We wish you an enriching career at Comviva. In case of any queries regarding the terms of this letter or your joining, please reach out to us at *campus@mahindracomviva.com*

Sincerely,

Tapu Gupta
Assistant Vice President- Human Resources
Date...../...../.....

Read, Understood and Accepted

Mahindra COMVIVA

Annexure

Compensation Structure

Components of Emoluments	Monthly (INR)	Annual (INR)
Basic Pay	9375	112500
Special Allowance	13424	161089
Performance Linked Incentive Plan (PLI)*		37500
Tenure based Assured Bonus (TAB)**	3750	45000
Provident Fund (Employer's Contribution)	1125	13500
Gratuity		5411
Total Cost to Company (TCTC)* **		375000

Insurance Benefits

a. **Life Insurance Coverage** – Comviva Technologies Limited provides a very attractive Life Insurance Program to all its India based employees (for self only). As per the current policy, you will be covered for an amount of 1500000/- (Rupees Fifteen lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

b. **Medical Insurance Coverage (Self, Spouse and Children)** – This program will cover the employee, spouse and up to two dependent children. As per the current policy, you & your dependents will be covered for an amount of Rs. 400000/- (Rupees Four Lakhs only) – the cost of this default coverage is completely borne by the Company. The current program also allows an employee to increase the default coverage by an up to Rs. 400000/- (Rupees Four Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

c. **Medical Insurance Coverage (Parents)** – Medical costs have significantly increased and the Company believes that a corporate medical insurance program offers significantly higher benefits at a significantly competitive cost, when compared to an individual insurance policy. Hence, all India based employees are expected to mandatorily cover their parents under the Company's Medical Insurance Program applicable for Parents. As per the current policy, your parents will be covered for a default amount of Rs. 200000/- (Rupees Two Lakhs only). The Company bears a portion of the applicable premium, while the remaining premium will have to be borne by the employee – Company's contribution towards insurance of parent's increases with tenure of the employee. The current program also allows an employee to increase the default coverage by an up to Rs. 400000/- (Rupees Four Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

d. **Personal Accident Insurance** – You will also be eligible for coverage under a personal accident insurance program. Under this program, you will be covered for an amount of Rs. 2800000/- (Rupees Twenty eight Lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

e. ***Variable Pay [Performance Linked Incentive (PLI)]** – PLI is subject to the terms and conditions of the Performance Linked Incentive (PLI) program applicable for the year. Payments under the PLI program are primarily based on the Company, Unit/Function and Individual performance. Employees who join in middle of the year are eligible for pro-rated payments. Payable amount will be pro-rated for unpaid leave, if any.

Read, Understood and Accepted

Mahindra COMVIVA

The PLI incentive includes any assured statutory bonus, if applicable, which becomes payable under relevant statute for Payment of Bonus Act. Additional details will be as per the Performance Linked Incentive (PLI) program of the Company. In the event of a conflict in interpretations and terms; the PLI program applicable for the corresponding year will supersede anything mentioned in this letter.

f. ****Tenure based Assured Bonus (TAB)** – Tenure based Assured Bonus, as the name suggests, is earned by an employee only on reaching a particular milestone date. It is an earning for being in the Company on a particular date. Based on requests from employees in the past, the same is paid as an advance only to help employees have better cash flows each month.

However, it does not mean in any way that the money has been earned, until the milestone date is reached. Should an employee resign/leave the Company before the milestone date, advances paid are recoverable (at pre-tax value). At this point of time, the applicable milestone dates for TAB are 31st May and 31st December – the same may be changed from time to time. For better clarity, an employee gets entitled to the TAB advances paid out between June to December on 31st December and for advances paid between January to May on 31st May. The TAB advances paid to employees who leave in the year are not taken by the Company for any other purposes. They are distributed to employees who stay back and bear the impact of attrition, knowledge transfer and additional work load. Since this is a normal feature of recovery each year, the personnel cost of the Company is increased at the beginning of the year from what it can actually afford, keeping in mind the possible recoveries that will happen in the later part of the year. The extra money of recovery leads to marginally higher increases for everyone. The same is reflected in the annual reviews and is distributed consistently across all, instead of any particular sub-group.

g. *****Total Cost to Company (TCTC)** will be considered as the base for any future compensation reviews.

h. **ESIC (Coverage under Employees' State Insurance Act) :** Basis the eligibility criteria for your coverage under ESIC and in line with the statutory requirements and amendments thereto from time to time, your salary will be subjected to necessary deductions towards employee's contribution to ESIC. The company will make the necessary employer's contribution accordingly.

I, ...Anushrav Mishra..... have read the terms and conditions mentioned in Annexure. I understand and accept the same without any reservation.

Name	Anushrav Mishra.
Signature	
Date	4/9/2018
Place	Bangalore.

Read, Understood and Accepted

Scanned by CamScanner

DSU15CS0016



Strictly Private and Confidential

04-Mar-2019

Arshad Ameen
No 293,1st Main 3rd Cross,Tippu Nagar , Chamarajpet ,Bangalore south 560018
8892122476

Dear Arshad,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: e801686e-c7e5-42a6-b525-10cd8acc388b_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature _____

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

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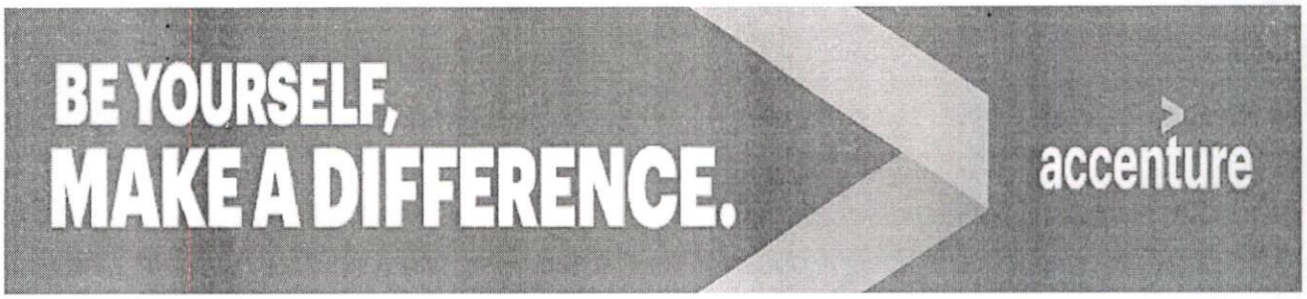

Strictly Private and Confidential

28-Mar-2019

Ashritha R Reddy
#91,Bandapura,Marasuru Post, Anekal Thaluk, Bangalore - 562106
9742404074

Dear Ashritha,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 073f8310-c567-4cbf-82cc-db103e130fb0_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

Ashritha R Reddy

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Ashoitha

DSU15CS0018

---------- Forwarded message ---------
From: **Ashwath Shetty R** <ashwathkumarshettyr@gmail.com>
Date: Sat, Nov 30, 2019 at 6:37 AM
Subject: Fwd: Congratulations!!! Offer from TATA ELXSI !!
To: <ssgopal@dsu.edu.in>

---------- Forwarded message ---------
From: **Rekha Y** <rekhay@tataelxsi.co.in>
Date: Thu, 17 Oct, 2019, 1:01 PM
Subject: Congratulations!!! Offer from TATA ELXSI !!
To: ashwathkumarshettyr@gmail.com <ashwathkumarshettyr@gmail.com>

Error! Filename not specified.

Dear Ashwath Kumar Shetty. R,

This has reference to the interviews you had with us. We are pleased to inform you that you are provisionally selected subject to the terms and conditions mentioned below. The appointment letter will be handed over to you on the day of joining.

This offer is contingent upon the satisfactory completion of the following pre-employment requirements:

- **Academic qualifications to meet the following scores:**
  - **80% and above in 10th**
  - **80% and above in 12th**
  - **75% or 7.5 CGPA and above in Bachelor's**

*Take note that all subjects/papers must have been cleared in your first attempt in all the semesters. For purpose of clarity, this offer shall not be extended to you: (a) if you fail in any of the subjects/papers in your first attempt; or (b) if you fail to appear for any subject/paper for any reason whatsoever in your first attempt.

- **Verification of all your original documents / certificates.**

- **Execution of an employment / non-compete / confidentiality agreement and other documents, as applicable on your date of joining.**

- **Your training location will be Bangalore, upon completion of training, You may be posted in any of our development centre (Bangalore / Trivandrum / Chennai / Pune).**

It may be noted submission of Provisional Degree Certificate (PDC) of the University is mandatory. The PDC should be submitted on the date of joining.

Your date of joining will be 28th October, 2019.

Candidates from outstation need to make their own arrangements for accommodation.

The details of the salary, joining location and other required information are as below:

Venue

Tata Elxsi

ITPB Road, Whitefield

Bangalore-560048

Reporting Time: 9:00 AM

Contact Person: Rekha

Your salary details are given below.

Name	**Ashwath Kumar Shetty. R**
Level	**D**
Designation	**Engineer**
Location	**Bangalore**
	Amount in INR
Basic	15,000
House Rent Allowance	7,500
Flexible Benefit Plan*	2,746
Statutory Bonus	1,400
Monthly Salary	**26,646**
Deferred Benefits (Annualised)	
Provident Fund (As per the PF Act 1952)	21,600
Gratuity (As per the Gratuity Act 1972)	8,658
Annual Gross Salary	**3,50,010**

Medical Insurance (Hospitalization) coverage as per Company policy as amended time to time.

Group Term Life (Personal Accident + Life Insurance) Coverage as per Company policy as amended time to time

*Please refer the annexure for details of FBP

If you agree with the above conditions, please indicate your acceptance over e-mail to **rekhay@tataelxsi.co.in**

Should you have any questions concerning this job offer, please contact Rekha at **080-2297 9662.**

Regards

Rekha

Talent Acquisition

TATA ELXSI

ITPB Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9662

www.tataelxsi.com

PSU15CS0019

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ANNEXURE - IV

INFORMATION SHEET

Name: AYESHA BANU
Candidate ID:

1. Role and Competency Based Organization

Infosys Limited ("Infosys" or "Company") has a role and competency based structure. A 'role' is defined as a set of responsibilities and accountabilities assigned to or expected to be carried out by a person or group.

All HR processes such as selection, training requirements, career planning, growth and compensation and benefits – are based on this structure.

At Infosys, for senior management, there are titles such as Associate Vice President, Vice President, Senior Vice President and Executive Vice President. For employees holding such titles, all policies related to compensation and benefits are based on the title and role of the individual.

2. Probation period and confirmation as a permanent employee

You will be on probation for a period of 12 months post completion of your training and allocation to the Unit. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company.

In addition to your performance during the probationary period, your confirmation as a permanent employee is subject to your submitting the documents required by the Company. Two copies of the following (To be provided on the date of your joining the Company. Please refer to the clause on 'Background Checks' for further details) will constitute the required documents:

1. Class 10 (or equivalent) Marks Sheet/s
2. Class 12 (or equivalent) Marks Sheet/s
3. Graduation Marks Sheet/s
4. Final Graduation Degree Certificate
5. Post-Graduation Marks Sheet/s (if applicable)
6. Diploma Certificate (if applicable)
7. Relieving letter/ experience letter (in case you are already employed) from all previous employers (as applicable)
8. Passport
9. National Skills Registry
10. PAN Card ("Under Income Tax laws, disclosure of your Permanent Account Number (PAN) to Infosys Limited is mandatory. Please disclose your PAN to Infosys on or before 30 days from the day of joining and note that disclosure of PAN is a pre-condition for your confirmation into the system").

3. Leave

You will be eligible for 15 working days of Earned Leave annually during your probation and for 1st and 2nd year of your service. This shall be credited on a quarterly basis as per the table below:

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Number of Days	4	4	4	3	15

Please note that in above table quarter 1 denotes the quarter you have joined and should not be read by fiscal year quarter definition.

Illustration:

If an employee joins the Company in quarter two of the fiscal year 2019-20, the quarter two of the fiscal year 2019-20 will be considered as the first quarter for the purpose of leave credit. Please note that leave days shall be credited on a pro-rata basis in the first quarter of your employment.

You will be eligible for 20 working days of leave annually, post your confirmation and completion of two years with the Company. The same will be credited from the quarter following your confirmation, in the below pattern:

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Number of Days	5	5	5	5	20

Further details will be provided to you at the time of joining.

4. Business Related Expenses

You will be required to claim all business related expenses and settle all dues within 30 days of incurring the expenditure. Expense claims, which are received after 30 days from the date of incurring the expenditure, will be deemed to be unauthorized. Also, any unsettled dues post the aforementioned period would be deducted from the salary.

5. Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet of this letter. The mode of payment for Financial Year 2019-20 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis.

The balance amount will be paid out in the end of the financial year. The mode of payment for each Financial Year will be determined at the beginning of the same.

Illustration:

Bonus amount mentioned in the Compensation Details sheet (at 100%) for a certain employee is INR. 1,000 per month. 95% of this amount, i.e. INR. 950, would be paid out to the employee per month. The balance amount of INR 50 per month shall be consolidated and paid out at the end of the fiscal year.

6. Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans .

7. National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. Any contribution made by an employer to the employee's Tier I NPS account will be exempt from taxes for the employee. This would be over and above the INR 1.5 lakh exemption limit defined under section 80C of the IT Act. The exemption from taxes is available for a maximum contribution of 10% of your Basic Salary of the employee in a Financial Year.

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Details

Your contribution to NPS will be carved out of your Basket of Allowances (BOA) as a separate component and will be equal to the amount you intend to allocate under NPS. This amount will be directly remitted to the POP* Bank associated with Infosys. BOA less NPS will continue to be paid through monthly payroll.

A maximum of 20% of your Basic salary can be allocated towards NPS. A minimum contribution of INR 6,000 is required annually and INR 500 per contribution.

You can open a Tier 1 account with ICICI Bank if you wish to contribute to NPS. If you already have an existing Tier 1 account with any other bank, you will need to transfer the same to ICICI Bank as that is the Point of Presence Bank for Infosys employees.

You can read the Policy, FAQs and the process document available on our Intranet for all the details once you join. The ICICI branches on our campuses will also help you with your queries.

8. Information Security

The role and responsibilities related to Information Security for all employees are outlined in the Information Security Policy of Infosys, which every employee is expected to abide by. All Information Security standards and guidelines will also be applicable to you. In addition, for roles that are privy to more sensitive information, specific Information Security responsibilities will be communicated at the time of joining.

9. Extension of Date of Joining

As per the Company policy, extension in Date of Joining will be granted only once based on medical exigencies. The request for extension must be supported with documentary evidence (Medical records and certificate). The request for extension can be sent to **offer_extension@infosys.com** at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company.

10. National Skills Registry

Infosys has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service and quality, and in order to do this, we have maintained a strong focus on compliance. The "National Skills Registry" of NASSCOM, ensures more effective information security standards. In case you have not registered yourself with National Skills Registry, you would be required to do so prior to your joining Infosys Ltd irrespective of the nature of your role with us. The cost of your registration with National Skills Registry will have to be borne by you. For more information on national skills registry for registration, please visit www.nationalskillsregistry.com. This kit contains the document on steps/procedures for NSR registration.

11. Linkage of UAN and AADHAR Card Number

As per the directions of the Employees Provident Fund Organization ("EPFO") it is mandatory KYC requirement for all employees to link their Aadhaar card number with their provident fund Universal Account Number ("UAN"). Hence, to comply with the obligations under the Employees Provident Funds and Miscellaneous Provisions Act 1952 ("EPF Act") and also for availing the benefits under the EPF Act, you are required to disclose either your Aadhaar card number or the Aadhaar enrolment number as applicable, at the time of joining. Please note that Infosys Limited would not be liable for your inability to avail the benefits provided under the EPF Act due to the non-linkage of your Aadhaar card number to your UAN.

Note: This document only gives indicative details of the different plans and procedures applicable to employees. The implementation of the plans mentioned here is governed by policies of Infosys and applicable legal agencies, and may change from time to time without prior notice. Latest details and specifics of each plan are available with the Human Resources department.

DSU 15CS0020



Strictly Private and Confidential

18-Mar-2019

Bhavana C Reddy
#1753,38th cross, East End A main road, 9th block, jayanagar, Benagluru-560069
7411906855

Dear Bhavana,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: fc038b48-121d-4659-85fd-62ee663ff8ba_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0022

FACE

November 7, 2019

Mr. Chandan Kumar G R

chandu.dsu@gmail.com

Dear Chandan Kumar G R

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr. Chandan Kumar G R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

urs sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSV15C80026
Irol Irneaus Furtado

May 15, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Irol Irneaus Furtado

At IBM you can innovate breakthroughs and help make life changing impact. We are experts in nearly every technical, scientific and business field. As IBMers, we are proud to apply our expertise in countries we are citizens of; all united by a single purpose: to be essential.

We invite you to join us as a Software Developer, in band 06G and experience an inclusive, collaborative and learning culture with the support of technical & business experts, mentors, leaders and colleagues worldwide. You will thrive in an environment that cultivates creativity and individuality; and; be part of projects that help make the world work better.

Talent development is strategic to IBM; and you will have access to a unique learning platform powered by IBM's Watson, IBM Cloud and IBM Bluemix to help you learn quicker, learn smarter, and help the company stay agile and top-notch.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



May 15, 2019

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Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Irol Irneaus Furtado

The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e July 8, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3,Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

You need to report at the Onboarding location on the joining date at 9:00 a.m. Please note that it is important to be on time to complete the joining formalities. If you arrive late, you will not be allowed to join and must reschedule your joining date.

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory

and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer – Relieving letter or Service Certificate or Resignation acceptance email with last Working day (LWD) confirmation
- Passport and Pan card– If you do not have Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving Licence
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for University hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry on one of the following as mentioned above to complete on boarding process.
- Disability certificate – If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document – If you have ever changed your name at any point of time, and for any reason whatsoever.
- Valid Indian Work Permit, if applicable.
- Education documents (For University hires only) :– Degree certificate and all year mark sheets for the highest degree attained.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in BANGALORE . However, your services are transferable and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if



you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.

- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.
- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

Settling in Allowance – A one-time amount of INR 25,000/- towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 15th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) – no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

A One time Premium Component of INR 50000/-, paid to you after you have joined IBM. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 15th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire Premium Component to IBM. The Premium Component is subject to appropriate income tax as per law. You may be required to repay to IBM any taxes that were deducted from your Premium Component and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

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ANNEXURE A

DATE	May 15, 2019		
NAME	Irol Irneaus Furtado	BAND	06G
DESIGNATION	Software Developer	LOCATION	BANGALORE
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		295608	
2. Annual Flexible Benefit Plan (FBP)		354730	
3. Annual Reference Salary (ARS)		650338	
4. Retirals			
a) Provident Fund (PF)		35473	
b) Gratuity @ 4.8%		14189	
5. Annual Reference Salary + Retirals		700000	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By – IBM Authorized Signatory
Director – Talent Acquisition ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY – TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	This is valued at 120% of your Basic Salary. The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

**For detailed information please refer to Company policies, which are subject to change from time to time.*

Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and

maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) Incase of any injury resulting in Death or permanent total disability.

c) Incase of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*



IBM CONFIDENTIAL

ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to



the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written "None," "Non/Applicable," or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM's internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term "subsidiaries," as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

DSU15CS0027
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. Janmejay S Purohit

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

Janmejay S Purohit

[署名 Signature]

労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000　円/JPY 月額 Monthly pay　220,000　円/JPY 手取額（概算） Net salary(Rough estimate)　184,200　円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ．時間外 Overtime work　法定超 Legal overtime　[25%] ロ．休日 Holiday work　法定休日 Legal holiday work　[35%] 法定外休日 Non-legal holiday work　[25%] ハ．深夜 Night work　深夜手当 Night work allowance　[25%] ニ．深夜 Night work　[50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement. ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

1SU15CS028



Strictly Private and Confidential

13-Mar-2019

Jerry Adams Franklin
#155, UCO Bank Colony, 20th Main, 3rd Cross, BTM Layout 1st Stage
9482229022

Dear Jerry Adams Franklin,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSU15CS0031



Strictly Private and Confidential

21-Mar-2019

Karthikeya Vasudeva
#30/1,Kamalamma building,Hale ChandapuraAnekal taluk,Chandapura post,Bangalore-560099
8747883109

Dear Karthikeya,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 3438e319-a2c2-4414-93dc-49b201a0ed14_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

KARTHIKEYA VASUDEVA
[Insert full legal name]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

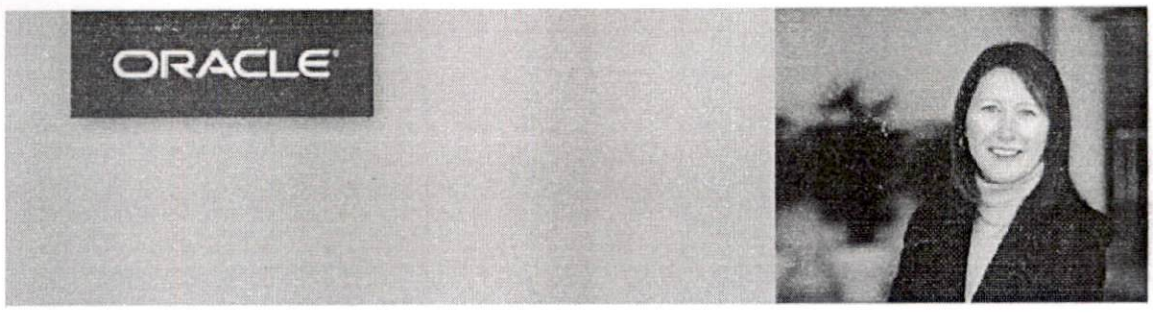
Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

KAVIN.S
DSU15CS0032



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our Life at Oracle employee video series for firsthand accounts of what it is like to work at Oracle and learn more about Oracle and our product offerings.

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl
Executive Vice President of Human Resources, Oracle

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Integrated Cloud
Applications & Platform Services

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India
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fax +91 22 6718 3001
oracle.com/financialservices
CIN : L72200MH1989PLC053666

Reference ID: **11293290**

May 27, 2019

Kavin Sundaram

Dear Kavin Sundaram,

We are pleased to offer you employment in the position of **Associate Consultant** with **Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Chennai**, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

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If you have received relocation benefits within the last 24 months, elect on your own volition to change Country or City into a new role after 12 months, no relocation assistance to new Country or City will be extended. These benefits shall cease upon the termination of your existing employment contract with Oracle.

Temporary accommodation would be provided for you, your spouse and dependent children for a period not exceeding 30 days, at Oracle preferred hotels. Expenses related to members other than those prescribed above would have to be borne by you.

You have to initially settle the dues to the hotel and can claim for reimbursement of expenses along with original bills. Temporary accommodation will be provided only for the number of days given above.

The expenses on stays of up to and including 15 days would not be taxed. If the temporary accommodation is used for more than 15 days, the expenses will be borne by the Company; however, the taxes on the expenses for the entire temporary accommodation duration will have to be borne by you.

Please refer to the offer pack for information regarding booking the Temporary Accommodation.

Recovery of Costs: All relocation expenses reimbursed by the Company to the employee or incurred by the Company on the employee's behalf whether for travel, shipping, boarding and lodging or any other, will be fully refundable to the Company should the employee leave the Company's service for any reason whatsoever before the end of one year from date of joining. The Company may deduct this amount from any monies due to the employee. Relocation and related expense thereof are taxable and such tax will be payable by the employee.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process (including verification of educational qualifications and credentials). If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday beginning 09:00 am**. You may therefore choose to commence on any Monday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your HR Rep **Sriram Ramasame Ravi** at **91-44-66961065**.

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The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look forward to having you with us in our team.

Yours Sincerely,
For **Oracle Financial Services Software Ltd**

Bindu Venkatesh
Vice President – Human Resources & Training

OFFER LETTER ACCEPTANCE:

I, **Kavin Sundaram** agree with all the above terms and conditions of employment with Oracle.

I shall commence employment with effect from **August 19, 2019** unless I am notified by HR that I should commence on an alternative date.

This contract is legally binding based on the laws of India.

Signature: Kavin.S Date: 29/05/2019

EMPLOYMENT AGREEMENT & EMPLOYMENT BENEFITS

This section sets out Oracle's terms of employment and some of Oracle's current benefits extended to employees. Regular full time employees are eligible for these benefits, subject to Company's policies, rules and guidelines. However these benefits are pro-rated for Part time and Temporary employees. Oracle reserves the right to review these benefits on a regular basis and make adjustments or withdrawals where appropriate. These benefits shall cease upon termination of your employment with Oracle, and may also cease if you take long-term personal leave of absence.

You will need to check with your local HR team for details.

I) TERMS OF EMPLOYMENT

REMUNERATION PAYMENT ADVICE

Salary will be paid into your salary account by the last day of each month. Should the payment date fall on a public holiday or a non-working day, payment will be made on the previous working day.

Your remuneration will be subject to annual review, or at such times as may be appropriate. Review dates are set by Corporate Headquarters. We strongly urge you to seek professional income tax advice on your personal tax commitments on cash compensation, stock options and any private investments. Please ensure that you are aware of the necessary implications as applicable to your individual situation. The Company will review your performance throughout your employment. A performance review will not necessarily result in a salary increase.

You will appreciate that information relating to your remuneration package is strictly confidential and hence request you to maintain this confidentiality.

WORK HOURS

You are bound by the rules relating to working hours, shift timing, rest interval, leave and related matters which are currently in force or may be introduced from time to time. You may from time to time also be required to work at different times, including at night.

TRAVEL AND TRANSFERS

During your employment with Oracle, you may be expected to travel to customer sites and other Oracle offices should there be a need. Oracle may also in its discretion transfer you to another job, department, branch, office or customer site (which is in existence either at the time of your appointment or is established, acquired or otherwise comes into existence in the future), whether situated in the same location or other locations in India or abroad. You may also be required to transfer to another company which is affiliated with or related to the Company or in which the Company has an interest.

Although the Company will endeavor to ensure that any transfer or relocation does not cause unnecessary disruption to your status, the Company does not guarantee the continuation of any facility or perquisite upon transfer. In all cases of transfers, you will be governed by Oracle's transfer policy.

Reasonable relocation costs (as determined by Oracle) may be paid if applicable, subject to Oracle's Relocation Policy in effect at the time of such relocation.

In the event of transfer of your employment to any company in Oracle Corporation, your new employment will be subject to the terms of this Agreement until you sign another one with the new employing company.

VISA

For non-India citizens, you may not commence employment unless you have a legal entitlement to live and work in India. Your employment period will be subject to the approval of your work permit by the Immigration Department. Subsequent renewal or extension thereon is also subjected to Oracle Management and Immigration approvals.

OBLIGATIONS TO THE COMPANY

You are required to:

a) Follow all reasonable and lawful directions of your manager or of any authorized person in the course of employment;

b) Devote your working time and attention to the business of the Company and perform the duties assigned to you to the best of your abilities, in good faith and in compliance with the law;

c) Thoroughly familiarise yourself with and comply with all the Company's policies, rules, procedures and guidelines in place from time to time, including Oracle's Code of Ethics and Business Conduct, a copy of which is included in the Offer Packet;

d) Undertake all mandatory training within 30 days of commencement of employment with the Company and thereafter at regular intervals as may be required, including completion of Oracle's Ethics and Business Conduct course available on-line through the Oracle intranet and accessible to all employees at the following URL:http://my.oracle.com/content/web/CNT244762

e) Review and abide by all policy communications and any guidelines, which may be sent to you from time to time by way of electronic mail notification and/or the Oracle intranet.

CODE OF ETHICS AND BUSINESS CONDUCT

Your adherence to the Oracle Code of Ethics and Business Conduct is vital to Oracle and to your success at Oracle. When you accept this letter of offer, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and abide by it. You also agree to take Oracle's Ethics and Business Conduct course, available on-line through Oracle's intranet. The Oracle Code of Ethics and Business Conduct and Oracle Policies are available on the APAC HR website, accessible to all employees from myoracle Home Page.

You agree, after beginning employment, to access the APAC and India HR Website and thoroughly familiarize yourself with Oracle's policies as amended from time to time. These policies do not form part of your contract of employment. However, you are expected to abide by these policies. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

CONFIDENTIALITY AND PROPRIETARY INFORMATION

All information, documentation and resources, however provided, remain at all times the confidential property of the Company. You will not disclose the same to any third party or use them for personal benefit or gain without prior authorisation from the Company. It is a condition of your employment that you accept and abide by the terms of the Proprietary Information Agreement included in the offer packet. Any breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or the Indian Government a license authorizing

to export.

PRIVACY AND PERSONAL DATA TRANSFER

Oracle may collect and use your personal information for a variety of purposes related to your employment with Oracle, including without limitation processing job applications, administering payroll and benefits, travel, general employment management, job assignment and service delivery, and compliance with legal and regulatory requirements to which Oracle is subject directly or indirectly.

Oracle may transfer employment-related records from global jurisdictions in which Oracle subsidiaries operate to Oracle America, Inc. for centralization purposes. Such transfers are accomplished under the terms of Oracle's Agreement for the International Transfer of Personal Information within the Oracle Group which specifies internal data processing principles as well as specific physical, technical and organizational security measures for the handling of such records. Personal data may be accessed from Oracle locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Oracle may also share your personal information with third parties as necessary in connection with employment, service delivery, corporate governance, corporate acquisitions and compliance with legal or regulatory requirements and activities.

CESSATION OF EMPLOYMENT

Termination of employment by either party shall be one month's notice in writing or payment in lieu of notice. Such notice may not be offset by unused leave. Oracle may end this contract and terminate your employment immediately without notice or further compensation to you:

- If your actions at any time constitute a serious breach of Oracle's standards of behavior and/or employment conditions, including but not limited to, any breach of any of the provisions of this Employment Agreement, the Proprietary Information Agreement or the Code of Ethics and Business Conduct; you are guilty of any serious misconduct or willful neglect in the discharge of your employment duties; or you engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud).

- If it is found at any time that any information provided by you is not true and correct, or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light. This offer is made on the understanding that all information given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate.

- If you do not pass the qualifying examination in the first attempt and if you have any arrears till the final examination. (APPLICABLE ONLY TO CAMPUS/FRESHERS HIRES)

DEDUCTIONS

During your employment or upon termination of your employment for any reason, Oracle may deduct from your salary (including holiday pay) or outstanding expenses claims, any overpayments, outstanding debts or monies owed by you to the Company or the value of any unreturned Company property.

JOB ASSIGNMENTS

You may during the course of your employment be given assignments based on the Company's reasonable business needs which the Company considers are suited to your background, qualifications and/or experience. In addition, based on the reasonable business needs of the company, you may be moved between the manager and individual contributor job roles as required. You shall not refuse to carry out any assignment or role solely on the ground that it has not been or does not form part of your usual duties. You will not be entitled to any additional compensation for carrying out such assignment or role if, in the opinion of the Company, the job or the duties are equivalent to your initial position or duties.

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oracle.com/financialservices
CIN : L72200MH1989PLC053666

RETIREMENT

You will retire from service on completion of 60 years of age. Thereafter the company may offer you a new employment contract at its discretion.

JURISDICTION

In the event of any dispute regarding the terms and conditions of your employment, you agree that you will be subject to the jurisdiction of the relevant courts and the laws of Mumbai, India.

JOINING FORMALITIES

You are requested to follow the formalities set out in this Employment Agreement to complete your joining formalities.

II) FLEXIBLE BENEFITS PLAN (FBP)

The FBP is a component of your gross compensation package as specified in your offer letter that accompanies this document. The FBP intends to provide you with flexibility to plan your expenditure and income tax. You will be eligible to claim the benefits under FBP under its various heads subject to (a) aggregate of such heads not exceeding the maximum FBP amount mentioned in the offer letter and (b) the guidelines/ norms mentioned in the table below:

S.No.	Benefits	Value (per annum)	Details
A.	House Rent Allowance	Minimum of 5% and up to a maximum of 50% of Basic salary	Tax exemption will be extended as per Tax laws
B	Meal Allowance	Up to INR 20,400 with denominations of Zero, INR 3,000 or INR 6,000 or INR 9,900 or INR 10,800 or INR 15,600 and INR 20,400.	Meal Allowance, as part of FBP, is extended to employees who would be provided with meal cards. These meal cards can be used at all OFSS cafeterias and also other eating joints for buying food and non-alcoholic beverages only.
C	Leave Travel Allowance	Up to 7.5% of Basic	Will be reimbursed against actual bills subject to prevailing Indian Income Tax regulations. Any unclaimed amount, will be paid as per company policy, subject to tax.
D	Employer contribution towards Superannuation Fund -	This is an optional scheme. If opted by the employee will be given one time option at the time of joining and subject to FBP balance being available, the company contribution shall be at a fixed rate of either 5% or 10% of Basic salary.	The option to contribute to Superannuation fund can be exercised only once during the employment at Oracle India and at the time of joining. If Superannuation is opted for, any statutory outflows, levies on account of Superannuation contributions would be to your account.

E	Employer contribution towards National Pension Scheme (NPS)	This is an optional scheme. If opted by the employee and subject to FBP balance being available employee can request company to contribute a minimum of INR 6000 per annum and not exceeding 10% Basic salary.	Contribution towards NPS will commence once the Permanent Retirement Account Number (PRAN) as per the scheme is submitted to the company. Till the PRAN details are submitted, any amount chosen towards NPS, will be paid as part of Special Allowance. If an employee opts for this benefit then every year employee would have the ability to vary the employer's contributions to NPS within the limit specified subject to a minimum contribution of INR 6000 per annum. A new hire without an earlier active NPS account will have the ability to opt for this benefit within the scope of this FBP only in the month of April of the following year. For more details regarding the NPS, please refer to the following link. http://pfrda.org.in/
F	Special Allowance	Remaining FBP amount	FBP amount as per offer, less the total amount distributed to benefits, as mentioned above. This will be paid subject to Tax.

Note:

1. It is to be understood that the above FBP components can't be claimed as a matter of right. Employee's leverage of the FBP is dependent upon the FBP amount mentioned in the offer letter.

2. You are required to declare on the day of your joining employment and once during every financial year in April, the FBP components that you would like to opt for and the amounts that you would like to allocate based on the total FBP amount applicable to you.

3. The FBP allocation shall be such that at the minimum, the allocation towards House Rent Allowance and Special Allowance together with the Basic Salary that has been offered to you, shall not be less than INR 253,200 p.a.

You are only eligible for these benefits, perquisites and entitlements after you have joined the Company and subject to the Company's policies, rules, procedures and/or guidelines that may be issued and/or amended from time to time. All benefits, perquisites and entitlements (including reimbursements) are subject to any relevant and applicable Income Tax provisions, including taxation on perquisite value.

These benefits, perquisites and entitlements shall cease upon the termination of your employment with the Company. They may also cease if you take unpaid leave. You should check with your local HR team for details.

III) OTHER BENEFITS

PROVIDENT FUND/ EMPLOYEE PENSION SCHEME

You will be required to subscribe to the Provident Fund/Employee Pension Scheme as may be applicable to you. The Company will contribute 12% of your Basic salary toward this fund/ scheme.

If you are holding any travel document other than an Indian Passport, you will be treated as an "International Worker," in accordance with the provisions of the Provident Fund Act. Please refer to http://www.epfindia.com/site_en/International_workers.php?id=sm3_index for further details.

GRATUITY

Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

HOUSE RENT SECURITY DEPOSIT

Any employee entering a new personal lease for rental accommodation for his/her self is eligible to apply for an advance to pay for the security deposit as per company policy. In accordance with the Company's policy, this advance will be recovered from the employee's salary in installments.

MEDICAL INSURANCE

All employees, their spouse and two dependent children will be enrolled under the Company's Group Medical Insurance scheme.

In addition, employees have an option to enroll dependent parents under the scheme on the day of their joining Oracle. If opted, the premium for parents, as applicable from time to time, will be recovered from the employee's salary.

Insurance cover will begin after the insurance company accepts and processes all information provided by the employee after joining. To facilitate early enrolment, employees are required to provide, immediately on joining, all information necessary for the group insurance policy.

The claims settlement will be as per the Insurance Policy and Co-pay guidelines of the Company. Co-pay is an arrangement wherein a percentage of total claim amounts will be settled by the Insurance Company and the remaining percentage is borne by the employees. The claims will have to be submitted by the employee directly to the insurance company and will be subject to the policies of the insurance company.

The Company reserves the right to modify the terms and conditions of the medical insurance scheme from time to time.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the Company has subscribed to group term life insurance. The insurance coverage is equivalent to two times Annual Gross Pay (AGP) or Rs. 10 Lac (whichever is higher), payable in the event of demise of an employee, subject to the terms and conditions of the insurance policy.

If the sum insured per aforesaid policy exceeds a particular limit then the extent of insurance benefit will be determined by the Insurers subject to certain reviews & evaluations by the Insurance Company. For further details on this, you can refer to the Total Rewards section of the India HR portal.

Employees on attaining 60 years of age will be covered under this policy, subject to renewal of the employment contract, the employees producing the Good Health Certificate and also clearing the required medical tests prescribed by the Insurance Company.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Oracle Group Personal Accident Policy, for any partial or total disablement arising out of an accident, subject to the terms and conditions of the said policy.

IV) VARIABLE PAY

a) Your variable compensation is dependent on your role in the Company. Change in role can also mean a change in variable pay. In such case you would be required to adopt the variable associated with your next role and the global standard for this role, which may be at a different level - either

higher or lower than the role you are vacating.

b) If you move to a new role with a different variable compensation plan, your Base Pay (AGP) and Variable pay might be adjusted including reduction in Base Pay as applicable to the new role.

V) JOINING FORMALITIES

1. You are requested to report at the following address depending on your place of posting, on the stipulated date of joining to complete your joining formalities:

Bangalore (Global Axis)	**Chennai**	**Mumbai (GO)**	**Pune**
Oracle Financial Services Software Ltd. Gopalan Enterprises Pvt. Ltd. (SEZ) Global Axis, Unit – I, #152, EPIP Zone, Whitefield, Bangalore - 560066 India	Oracle Financial Services Software Ltd. Green I Tech, # 5 Muthiah Mudali Street, Off Cathedral Road Chennai - 600 086 India	Oracle Financial Services Software Ltd. (GO) Oracle Park, Off Western Express Highway Goregaon (East) Mumbai - 400 063 Maharashtra India	Oracle Financial Services Software Ltd. Oracle Park, Ambrosia, Pune - 411 021 Maharashtra India
Tel : +91 80 4918 0000 **Tel :** +91 80 3348 0000 **Fax :** +91 80 6695 2300	**Tel :** +91 44 6696 1000 **Fax :** +91 44 6678 4001	**Tel :** +91 22 6718 3000 **Fax :** +91 22 6718 3001	**Tel :** +91 20 6656 2000 **Fax :** +91 20 6656 2012
Contact Person : Gireesh PS	**Contact Person :** Sopna Devi	**Contact Person :** Rima Shah	**Contact Person :** Sunita Mokar
Contact No : +91 80 4918 4595	**Contact No :** +91 44 6696 1550	**Contact No :** +91 22 6718 2122	**Contact No :** +91 20 6656 2127

2. At the time of your joining, you are required to submit a copy of the following testimonials:
   A. Educational Qualification
      a) Graduation – degree certificate and / or marks cards of all years / semesters
      b) Post-Graduation – degree certificate and/ or marks cards of all years / semesters
   B. Work Experience
      a) Experience & relieving certificates or resignation acceptance letter of your current employer.

3. In addition, you are required to submit the following:
   a) 4 passport size photographs in color with white background
   b) Copy of Work Permit (in the case of Expatriates)
   c) Proof of identity (e.g.: Passport, Driver's license, PAN card, Ration card, Voter ID card)
   d) Duly completed Declaration Form for Aadhaar Number, which is required by the Provident Fund Authority for the purpose of enrolling you for PF benefit and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal account Number (UAN) or link your current UAN, if any, with Oracle's PF Code, which is required for the purpose of enrolling employees under the Employee provident Fund and Employee Pension Scheme, for which there is no alternative. This declaration form will be provided to you on the day of your joining.

   Note: In case you do not have Passport and PAN Card, it is mandatory for you to apply for one within 15 days of joining. You will need to submit a copy of the application receipt for the same to the On boarding team.

4. The induction would be commencing at 9.00 am on your confirmed date of joining. However, you are requested to report at the venue latest by 8:45 am.

5. Prompt receipt of the above testimonials and documents, along with the personal data form and the other enclosure duly completed would help us to complete the joining formalities seamlessly. Your

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cooperation is solicited in complying with the above.

Acknowledgement:

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: Kavin.S

Name: **Kavin Sundaram** Date: 29/05/2019

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CIN : L72200MH1989PLC053666

APPENDIX II

ORACLE®

PROPRIETARY INFORMATION AGREEMENT

Oracle Financial Services Software Ltd ("OFSS") *develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, educational and other services relating to Oracle products. Oracle develops and uses confidential and proprietary information in its business. This information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.*

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a confidential, proprietary or trade secret nature. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information".

   Proprietary Information includes by way of illustration and without limitation:

   a. all software and other technology developed or licensed by or for Oracle or its affiliates or licensed to Oracle or its affiliates by a third party, and any documentation relating to such software or technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise); its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, data, bug reports and customer information;

   b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;

   c. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

   Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

   At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence, I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorised third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person; I will not bring any proprietary information of a former employer or other entity or person to Oracle; and I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, other entity or person.

3. All ideas, processes, inventions, modifications, and all intellectual property rights throughout the world

(including copyright) relating to any work or business carried on by Oracle, conceived by me alone or with others during the term of my employment, whether or not conceived during regular business hours ('the Intellectual Property"), shall immediately on its creation belong exclusively to Oracle. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Intellectual Property without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. Further, I agree to execute without receiving additional compensation: (a) any formal documents necessary to assign the Intellectual Property to Oracle; and (b) all documents required to obtain a patent, register a copyright, or enforce or ensure Oracle's rights in such Intellectual Property. These obligations shall continue beyond the termination of employment.

4. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

   I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracle's rights under copyright laws. To the extent that any Development may not be considered a "work made for hire", I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in registering, prosecuting, perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development for any and all countries. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Developments without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. My obligations under this section shall continue beyond the termination of my employment.

5. I acknowledge that it is my absolute responsibility to ensure that any Developments owned by me, which relates to responsibilities of the kind which I may undertake at Oracle and which I desire to remove from the operation of this agreement has been identified in Exhibit A, attached hereto. If nothing is listed on Exhibit A, or if no Exhibit A is attached I warrant that no such intellectual property exists. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).

6. For the avoidance of doubt and to the extent permitted by law I consent to any act or omission of Oracle which would, but for this consent, infringe any of my moral rights (or any similar rights granted in any country of the world).

7. I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.

8. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.

9. I will upon termination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.

10. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials belonging to Oracle

including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems or accounts.

11. I agree that I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide services similar to those which I provided to customers or clients of Oracle during my Oracle employment, for any of Oracle's customers or clients or prospective customer or client located in India or in any other countries during the twelve months preceding my termination from Oracle.
12. I release Oracle from any infringement of my personal or property rights which occurs through the exercise by Oracle of: any of its rights under this agreement; or any rights acquired by Oracle through my employment.
13. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
14. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in Mumbai, India. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
15. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected. I understand that the obligations imposed upon me by this agreement are in addition to and not in substitution of any duties and obligations which I may otherwise owe to Oracle to keep the Proprietary Information confidential. If I fail to comply with this agreement I will indemnify Oracle for all loss and damage which Oracle may suffer.
16. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle and that it may only be amended through written agreement between Oracle and I.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: Kavin

Name: **Kavin Sundaram** Date: 29/05/2019

FOR OFFICE USE ONLY
Accepted, agreed and executed for **Oracle Financial Services Software Ltd**

Signature:



Date: May 27, 2019
Name: Bindu Venkatesh (Vice President - Human Resources & Training)

DSU15CS0034
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. KRISHNA BHARGAV S

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

Krishna Bhargav S

[署名　Signature]

Krishna Bhargav S

労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000　円/JPY 月額 Monthly pay　220,000　円/JPY 手取額（概算） Net salary(Rough estimate)　184,200　円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ．時間外 Overtime work　法定超 Legal overtime [25%] ロ．休日 Holiday work　法定休日 Legal holiday work [35%] 法定外休日 Non-legal holiday work [25%] ハ．深夜 Night work　深夜手当 Night work allowance [25%] ニ．深夜 Night work [50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

DSU15CS0036

FACE

November 7, 2019

Ms. LAVANYA.B.R

lavanyacse0402@gmail.com

Dear LAVANYA.B.R

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.LAVANYA.B.R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0037

Infosys
Navigate your next

HRD/3T/19-20/12696112

Ms. Lavanya.S
Candidate ID: 12696112
#214, 1st stage,
5th phase, Rajajinagar,
Mahaganapathi Nagar,
Bangalore-10
Ph: 7406570035

July 09, 2019

Dear Lavanya.S

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

Infosys
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ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Lavanya.S**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Lavanya.S**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

DSU15CS0037



Strictly Private and Confidential

21-Mar-2019

Lavanya Shivakumar
#214,1st stage,5th phase,4th main,Mahaganapathi nagar,Rajajinagar,Bengaluru
7406570035

Dear Lavanya,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

 Candidate's Signature Lavanya-S

Reference Id: 09fec71d-8ca9-4651-a9d9-1b8f7b18589d_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Lavanya.S

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Lavanya.S

2019 - DSU15CS0038



Strictly Private and Confidential

04-Mar-2019

LIKHITH KUMAR K V
Bhagirathi Estate, Kalledevarapura, Kaimara Post, Aralaguppe, Chikmagalur
8971296383

Dear LIKHITH,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: e9f5c06d-27c4-45d0-95da-c414fdd7cfcf_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Lithish kumar KV

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

 Candidate's Signature Lalithkumar M

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Lalith kumar KV

DSU15CS0039.

SLANG LABS PRIVATE LIMITED

CIN: U72200KA2017PTC106465

3rd Floor, #6/1, Above MSD Diabetic Center, 80 ft road, Indiranagar, Bangalore - 560038

http://slanglabs.in

Sep 9th, 2020

Lohith V
#103,13th main, 5th cross, BTM layout 1st stage, Bengaluru 560029

Dear Lohith,

We are very happy to confirm your internship offer with Slang Labs and we request you to join us starting September 14th 2020. The internship would be for a period of 3 months. You will be paid a monthly stipend of Rs 20,000/-.

We are super excited to have you spend time with us and look forward to a mutually beneficial and wonderful time solving some key projects during your internship period.

Welcome again, Lohith! May the force be with all of us :-)

for, Slang Labs

RB

Kumar Rangarajan,
CEO and Obsessive Dictator

DSU15CS0040

FACE

November 7, 2019

Ms. Manasa

manasa2015.m@gmail.com

Dear Manasa

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Manasa**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

ınk you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

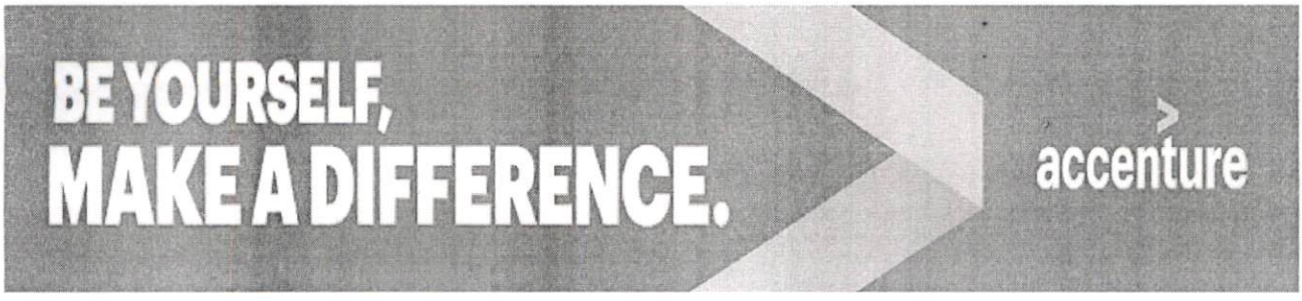
ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

2019

DSU15CS0041



Strictly Private and Confidential

18-Mar-2019

MANOJ THIRUVENGADAM
No 31, 8th Main, 4th Cross, Malleshpalya
9008443921

Dear MANOJ,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: f004e1a3-0ace-4edb-9dee-5e35dd065899_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

MANOJ THIRUVENGADAM
[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

2019 Batch DSU15CS0043



Strictly Private and Confidential

21-Mar-2019

Megha GM
#1892, 21st cross, 20th main, M C Layout, vijayanagar
8095644843

Dear Megha,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: b30c36de-1dd6-490f-99db-ff47823dd1bc_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
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- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
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After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

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In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
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Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
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Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

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TDS is deducted as applicable from your Income.

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(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

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Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0048



Strictly Private and Confidential

01-Apr-2019

NAGENDRA NAGARAJA
No.50 3rd cross 3rd block Grapegarden Thyagaraja Nagar Bangalore 560028
9738686126

Dear NAGENDRA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: eb1c16e3-6f5d-4cce-aa5d-ea4dd138a76e_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
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In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
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Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
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Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSO15CS00469

NTT DATA
Trusted Global Innovator

NTT DATA FA Insurance Systems Pvt. Ltd.
Ozone Manay Tech. Park, B Block, 3rd Floor
Garvebhavipalya, Hosur Road
Bangalore 560068, Karnataka, India
Tel: +91 80 4210 0400
Website: www.nttdata-ndfs.com

CIN: U73100KA1995PTC018773

Information Type: Confidential
Company: NTT DATA FA Insurance Systems (India) Pvt. Ltd.
Information Owner: HRD

27th June 2019

Ref no: HR/Offer/2019

Mr. Narayanaswamy R.N,
C/o Dayanand Sagar College of Engineering, Bangalore

Dear Narayanaswamy,

Subject: Offer Letter

We are pleased to give you offer for an appointment in NTT DATA FA Insurance Systems (India) Pvt. Ltd. As **"Software Engineer"** at **"Grade 3"**.

Your 1st year fixed compensation will be **INR 376,000**. Your total compensation over 3 years including other benefits can be **INR 13 Lakhs to INR 18 Lakhs** based on your performance. The compensation will be subject to a deduction of tax at source in accordance with the prevailing laws.

You will be on probation for 6 months and will be confirmed based on your performance. There will be no salary adjustments on confirmation. The Annual appraisal will be done in April every year and you will be receiving the salary adjustments based on your performance.

You are required to acknowledge acceptance of this offer for appointment by countersigning and returning a copy of this letter not later than one week from the date of this offer letter failing which, the offer stands withdrawn.

The Company will inform you on your date of joining in advance.
Upon joining you will be given a letter of appointment based on the appointment terms and conditions agreed with you and other service conditions.

You are required you serve the Company for a minimum period of 24 months from the date of your joining to the Company due to the development cost incurred by the company to develop your skills and capabilities to become productive to serve the needs of your employment.

Kindly note the list of documents you have to produce on the date of joining as mentioned in the annexure below.

For NTT DATA FA Insurance Systems (India) Private Limited

Maria T Wilson
Assistant General Manager- HR

I agree and accept the employment on the terms and conditions mentioned in this letter.

Signature: ..... **Date:** 28/06/2019

NTT DATA FA Insurance Systems Pvt. Ltd.
Ozone Manay Tech. Park, B Block, 3rd Floor
Garvebhavipalya, Hosur Road
Bangalore 560068, Karnataka, India
Tel: +91 80 4210 0400
Website: www.nttdata-ndfs.com

CIN: U73100KA1995PTC018773

NTT DATA
Trusted Global Innovator

CONFIDENTIAL

Mr. Narayanaswamy,
Software Engineer at **Grade 3**

Congratulations *on your selection at NTT DATA FA Insurance Systems India (Private) Ltd. !*

On the day of joining kindly submit a copy & produce the following documents -

a. Birth Certificate
b. School leaving certificate
c. PUC/XII Standard Marks Card
d. Degree/Diploma Certificate
e. Post Graduation Certificate
f. Any other additional qualification
g. Your appointment letter with your current employer
h. Relieving letter from your current employer
i. Experience certificate/letter of your previous employment(s)
j. Your last drawn salary slip/last increment letter
k. Passport copy with **ECNR cleared (Mandatory)**
l. Four recent passport size photographs
m. Driving license copy
n. Blood group details

DSU15CS1052

Infosys
Navigate your next

HRD/3T/19-20/12696115

Mr. Nithin.S
Candidate ID: 12696115
Sumuka #16,7th cross,
35th main, Sarakki garden,
J P Nagar 6th Phase
Bangalore-560078
PH:7026557907

July 09, 2019

Dear Nithin.S,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

Infosys
Navigate your next

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr.NITHIN S**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
)NUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN ubject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr.NITHIN S**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	At an indicative Payout of 5%	At an indicative Payout of 10%	At an indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

DSU15CS0053



Strictly Private and Confidential

21-Mar-2019

PRATHIPATI VENKATAMANU
C/o P Srinivas , DurgaCamp K ,Near Basapura k,Jalihal post, Sindhnur TQ, Raichur Dist
9740932642

Dear PRATHIPATI,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 15970205-2552-4d8c-9dbd-5fb3b65d5fd8_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU/SCS0054

FACE

November 7, 2019

Mr. Parashuram Dalawai

parashuramdalawai2797@gmail.com

Dear Parashuram Dalawai

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Parashuram Dalawai**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

USN – 01 01SCS 0056

FACE
An IIM Graduates' Enterprise

March 13, 2019

Ms Pooja B
shruthi1970@gmail.com

Dear Pooja B,

Further to our interactions with you, we are pleased to offer you an internship at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement) as **Associate - Inside Sales.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE.
2. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.
3. You agree not to engage in any other employment, occupation or consulting activity for any direct or indirect remuneration during your internship.
4. You will report to **Mr. Pandhalaraja U (Category Head)** or anyone whom he may depute. Your base location will be **Bangalore**.
5. Your date of joining will intimated closer to your joining on acceptance of this offer.
6. You will be paid **Rs.10000/-** per month plus Performance Linked Pay (Maximum) of **Rs.5000/-** during your three months internship. In addition, all expenses incurred for official purposes such as travel, phone, food, accommodation etc will be reimbursed as per company policy.
7. A full time offer of employment with a CTC of **Rs.500000/-** (Rs.300000 fixed & Rs.200000 variable) may be made based on your performance during the period of internship. It is possible that you may be posted to other base locations (different from your base location during internship) when being made a full-time offer.
8. This letter is a communication of an employment offer and is not a letter of appointment.

Thank you

. or Focus 4 – D Career Education Pvt Ltd

Arumugam N Vadivelu
Manager – HR Ops & Strategy

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

1DSU15CS0057

FACE

November 7, 2019

Ms. Pooja. B

Shruthi1970@gmail.com

Dear Pooja. B

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Pooja. B**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS005



Strictly Private and Confidential

13-Mar-2019

Pooja. R
#32,new no.8,3rd floor,2nd main,2nd cross,viveknagar,Bangalore-47
8892476745

Dear Pooja. R,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: e46ca0eb-9e9d-4d86-a1ac-8b4d424b9128 1

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSV15CS0058
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Ms. Prachi Koul

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

Prachi Koul

[署名　Signature]

7ff78de8-1085-437e-8af7-b2b13ddabaee

労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary(Rough estimate)　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外 Overtime work　法定超 Legal overtime [25%] ロ. 休日 Holiday work　法定休日 Legal holiday work [35%] 法定外休日 Non-legal holiday work [25%] ハ. 深夜 Night work　深夜手当 Night work allowance [25%] 二. 深夜 Night work [50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

DSU15CS0059

FACE

November 7, 2019

Ms. Prajnika Bhan

prajnikabhan@gmail.com

Dear Prajnika Bhan

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	Ms.Prajnika Bhan	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0060

FACE

November 7, 2019

Mr. PRAJWAL J P

prajwaljp1998@gmail.com

Dear PRAJWAL J P

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.PRAJWAL J P**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

hank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0061



Strictly Private and Confidential

21-Mar-2019

Prashanth Gowda
#e/758,near government high school,VajjalTaluk : shorapur, District:Yadgir, Karnataka-585215
7899458663

Dear Prashanth,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: dfcecbb8-d070-4dfc-8cf0-fc8aba299010_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

PRASHANTH GOWDA

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0062

FACE

November 7, 2019

Ms. Priyanka P

prakashpprakashp22@gmail.com

Dear Priyanka P

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with he Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Jpon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Priyanka P**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

hank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0063
PUNITH RAJENDRA HEGDE
CSE 'A'



Strictly Private and Confidential

18-Mar-2019

PUNITH RAJENDRA HEGDE
#002, SHET HARMONY, 80 FEET ROAD, SHIRUR PARK, VIDYANAGAR, HUBLI-580021
9035247201

Dear PUNITH,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 461c6172-51e6-43ed-bf42-42ab13727bcd_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
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In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DS415CS0064



Strictly Private and Confidential

03-Apr-2019

RAHUL KUMAR
Anila sadan,shri vijyapuri colony,Ram jaypal nagar,gola road,new bailey road,Danapur,Patna,Bihar.
8884382827

Dear RAHUL,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: b5a6178c-2855-42bb-ae6b-cf395fc32f23_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
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After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

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Maximum Annual Total earning potential (A+B)	340,934

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(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

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Sprinklr Offer

Rishabh Simeon Bandari

March 08, 2019

Dear Rishabh,

This letter confirms our previous conversations regarding the internship opportunity available to you with **Sprinklr India Private Ltd.** (the "Company") in the **Product Support** team commencing on or about **13th March 2019** (the "Start Date") for a period of 2 months.

I. During the period of your Internship, you shall (a) devote your entire working time for or at the direction of the Company or its affiliates, (b) use your best efforts to complete all assignments, and (c) adhere to the Company's procedures and policies in place from time to time.

II. You will work from our office in the **Bangalore** Office.

III. Your internship remuneration will be at the rate of Rs. 15,000/- per month (Fifteen Thousand only) payable in cash in accordance with the Company's standard payroll schedule for salaried employees (currently once a month), subject to standard withholding and payroll taxes.

We hope that you elect to accept this offer of Internship. Kindly sign your name at the end of this letter to signify your understanding and acceptance of these terms and to confirm that no one at the Company has mad\e any other representation to you. The Company welcomes you as an intern and looks forward to a successful relationship in which you will find your work both challenging and rewarding!

Sincerely,

DocuSigned by:
Swapna Chanamala
EAD2731261504B6...

Swapna Chanamala

Associate Director, Culture & Talent

Date: **March 08, 2019**

Agreed to and Accepted by:

DocuSigned by:
Rishabh
2B46C2A9F13B4F2...

(Rishabh Simeon Bandari)

Date: **March 08, 2019**

Tel: +1707 – 276 – 6362
Email: info@sprinklr.com
Twitter: @sprinklr
Sohna Road
Website: www.sprinklr.com

3rd Floor, East Wing, Building No.3
Block B, 7th Town Centre
Off HAL Airport Road, Yamlur PO

Bangalore – 560 037

9th Floor, 901A
Block A, IRIS Tech Park
Sector 48,

Gurgaon – 122 002

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Sprinklr Offer

SPRINKLR NON-DISCLOSURE AND INVENTION ASSIGNMENT AGREEMENT

As an employee/contractor of Sprinklr, Inc., any of its subsidiaries, affiliates or successors (collectively, the "Company"), and in consideration of the compensation now and hereafter paid to me, the undersigned ("I") hereby agree as follows:

1. Maintaining Confidential Information

a. Company Information: I agree at all times during the term of my employment (if an employee) or engagement (if a contractor) and thereafter to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Chief Executive Officer of the Company (the "CEO") or the CEO's designee, any Proprietary Information (as defined below), except as such disclosure, use or publication may be required in connection with my work for the Company. "Proprietary Information" shall mean any and all confidential and/or proprietary knowledge, data or information of the Company, including, without limitation, all trade secrets, proprietary information relating to products, processes, know-how, designs, formulas, developmental or experimental work, computer programs (including source code and object code), data bases, other original works of authorship, customer lists, business plans, financial information or other subject matter pertaining to any business of the Company or any of its clients, customers, consultants or licensees, in whatever form. Notwithstanding the foregoing, "Proprietary Information" shall not include (i) information which is at the time of disclosure, or which subsequently becomes through no fault of mine, generally available to the public; (ii) information which I received from third parties who were not under any direct or indirect obligation of confidentiality; and (iii) information which the Company has disclosed to third parties without any obligation of confidentiality.

b. Third Party Information: I recognize that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree during the term of my employment or engagement and thereafter, to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation (except as necessary in carrying out my work for the Company consistent with the Company's agreement with such third party) or to use it for the benefit of anyone other than for the Company or such third party (consistent with the Company's agreement with such third party) without the express prior written authorization of the CEO of the Company.

c. Ownership: I acknowledge and agree that the Proprietary Information constitutes valuable, special and unique assets of the Company, and that the Proprietary Information is and shall remain at all times the sole and exclusive property of the Company, and is vital to the successful operation of the Company's business.

2. Retaining and Assigning Inventions and Original Works

a. Inventions and Original Works Retained by Me: I have attached hereto, as Exhibit A, a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment or engagement with the Company which relate to the Company's proposed or current business, products or research and development (the "Company Business"), which belong to me (collectively, the "Prior Inventions") and which are not assigned to the Company; or, if no such list is attached, I represent that there are no such inventions.

If in the course of my employment or engagement with the Company, I incorporate into a Company product, process or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have an non-exclusive, royalty free, irrevocable, perpetual, or world-wide license to make, have made, sublicense, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

b. Inventions and Original Works Assigned to the Company.

(i) I agree that I will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and will transfer, convey, release and assign to the Company all my right, title, and interest, if any, in and to any and all inventions, original works of authorship, developments, concepts, improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am employed or engaged as a contractor by the Company and which relate to the Company Business.

(ii) If I have been employed or engaged by the Company for any period of time prior to the execution of this Agreement, by execution of this Agreement I hereby transfer, convey, release and assign to the Company all my right, title and interest, if any, in and to any and all inventions, original works of authorship, developments, concepts, improvements or trade secrets which relate to the Company Business and which I have solely or jointly conceived or developed or reduced to practice, or caused to be conceived or developed or reduced to practice, during the period of time that I have been employed with or engaged by the Company. The inventions, original works of authorship, developments, concepts, improvements or trade secrets referred to in Subsections (i) and (ii) above are collectively referred to as the "Inventions".

(iii) I acknowledge that all original works of authorship which are made by me (solely or jointly with others) within the scope of my employment or engagement and which are protectable by copyright are "works made for hire," as that term is defined in the United States Copyright Act.

c. Inventions Assigned to the United States: I agree to assign to the United States government all my right, title, and interest in and to any and all Inventions whenever such full title is required to be in the United States by a contract between the Company and the United States government or any of its agencies.

d. Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure and enforce the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns and nominees the sole and exclusive rights,

title and interest in and to such Inventions, and any copyrights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, when it is in my power to do so, any such instrument or papers shall continue after the termination of this Agreement. If the Company is unable because of my mental or physical incapacity or for any other reason to secure my signature to apply for or to pursue any application for any United States or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and in my behalf and stead to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

3. Returning Company Documents: I agree that, at the time of leaving the employ or engagement of the Company for whatever reason or circumstance, I will deliver to the Company (and will not keep in my possession or deliver to anyone else) any and all Proprietary Information as well as any devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, equipment, other documents or property, or reproductions of any aforementioned items, belonging to the Company, its successors or assigns. In the event of the termination of my employment or engagement, I agree to promptly sign and deliver to the Company a certificate confirming my compliance with all terms of this Agreement in a form reasonably satisfactory to the Company.

4. Representations; Covenants

a. Representations: I agree to execute any proper oath or verify any proper document required to carry out the terms of this Agreement. I represent that my performance of all the terms of this Agreement will not breach any agreement (i) to keep in confidence proprietary information acquired by me in confidence or in trust prior to my employment by or engagement with the Company, or (ii) to assign Inventions to any former employer or any other third party. I will not disclose to the Company or use on its behalf any confidential information belonging to others. I have not entered into, and I agree I will not enter into, any oral or written agreement in conflict herewith.

b. Restrictive Covenants: Because of the trade secret subject matter of the Company's business, I agree that during the term of my employment with the Company or its affiliates and for a period of six (6) months thereafter, I will not directly or indirectly solicit the services of any of the employees, consultants, suppliers or customers of the Company, nor will I encourage any such person to end their relationship with or to reduce or cease doing business with Company. In addition, I will not during the term of this Agreement and for a period of three (3) months thereafter, directly or indirectly, in any individual or representative capacity, engage or participate in or provide services to any business that is competitive with the types and kinds of business being conducted by the Company.

5. Equitable Relief: I agree that it would be impossible or inadequate to measure and calculate the Company's damages from any breach of the covenants set forth in Sections 1, 2 and/or 3 herein. Accordingly, I agree that if I breach any of such Sections, the Company will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

6. General Provisions

a. Employment/Engagement at Will: This Agreement is not an employment or consulting agreement. I understand that the Company may terminate my employment or consulting engagement at any time, with or without cause, subject to the terms of any separate written agreement duly executed by both parties.

b. Acknowledgment: I acknowledge that I have had the opportunity to consult legal counsel in regard to this Agreement, that I have read and understood this Agreement, that I am fully aware of its legal effect, and that I have entered into it freely and voluntarily and based on my own judgment and not on any representations, understandings, or promises other than those contained in this Agreement.

c. Governing Law: This Agreement will be governed by the laws of the State of New Jersey without giving effect to the conflicts of law principles thereof. Each party hereby irrevocably and unconditionally consents to submit to the jurisdiction of the state courts of the State of New Jersey for any actions, suits or proceedings arising out of or relating to this Agreement. The prevailing party in any litigation hereunder shall be entitled to recover all of its legal costs (including without limitation, legal fees and expenses and court costs) in connection with such action.

d. Entire Agreement: This Agreement sets forth the entire agreement and understanding between the Company and me relating to the subject matter herein and merges all prior discussions between us. No modification of or amendment to this Agreement, nor any waiver of any rights under this Agreement, will be effective unless in writing signed by the party to be charged. Any subsequent change or changes in my duties, salary or compensation will not affect the validity or scope of this Agreement.

e. Severability: If one or more of the provisions in this Agreement are deemed void or unenforceable by a court of competent jurisdiction, then the remaining provisions will continue in full force and effect.

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f. Successors and Assigns: This Agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of the Company, its successors, and its assigns.

g. Survival; Notification: The provisions of this Agreement shall survive any termination of the employment or consulting relationship between myself and the Company, regardless of the reason for such termination. The Company may notify anyone employing or engaging me at any time of the provisions of this Agreement.

Sprinklr India Pvt Ltd

DocuSigned by:
Rishabh
2B46C2A9F13B4F2...

Rishabh Simeon Bandari

Name of Employee / Contractor (typed or printed)

Date: **March 08, 2019**

Tel: +1707 – 276 – 6362
Email: info@sprinklr.com
Twitter: @sprinklr
Sohna Road
Website: www.sprinklr.com

3rd Floor, East Wing, Building No.3
Block B, 77th Town Centre
Off HAL Airport Road, Yamlur PO

Bangalore – 560 037

9th Floor, 901A
Block A, IRIS Tech Park
Sector 48,

Gurgaon – 122 002

DSUISCS0068



Strictly Private and Confidential

11-Apr-2019

RISHIKA DHARMESHA
#12/5 1st cross 16th main Central Excise layout Vijayanagar Bangalore-40
7022772564

Dear RISHIKA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

 Candidate's Signature Rishika D

Reference Id: eb272169-10d2-410f-a385-a8faeb00e49e_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Rishika D

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Rishika.D

DSU15CS0069
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. Rohan K Vijapur

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]

Signature.
(ROHAN.K.VIJAPUR).

23d973a6-02ac-466a-a425-2819f554570d

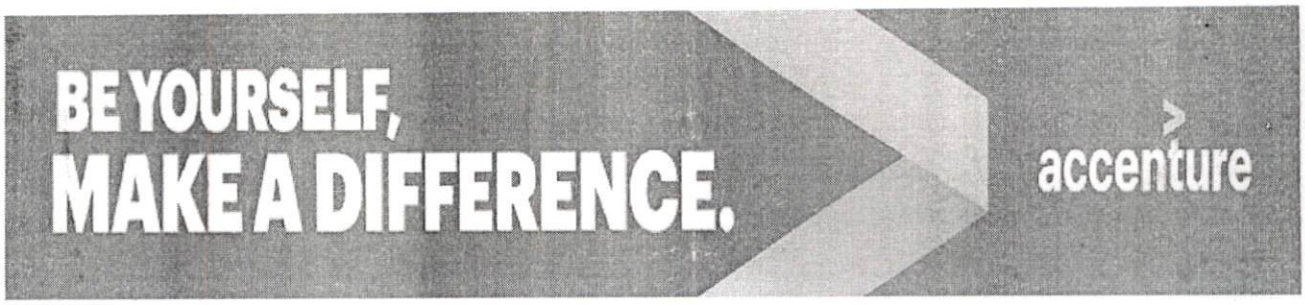
労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary(Rough estimate)　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ．時間外 Overtime work　法定超 Legal overtime [25%] ロ．休日 Holiday work　法定休日 Legal holiday work [35%] 法定外休日 Non-legal holiday work [25%] ハ．深夜 Night work　深夜手当 Night work allowance [25%] ニ．深夜 Night work [50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

DSU15CS0071.



Strictly Private and Confidential

13-Mar-2019

sanjana pramod hongunti
H.NO 1-892/1B/76,VISHNUSHREYA,1ST FLOOR,SHRI HARI NAGAR,OPPOSITE KARUNAESHWAR NAGAR BUS STOP.NEW JEWARGI ROAD,GULBARGA.
9591872849

Dear sanjana,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature _____

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0072

2019

NEUDESIC

Corp Office: Unit No.101, B-9, K Raheja Mind space IT Park, Madhapur, Hyderabad -500 081 • Ph. +91 40 40072112 • www.neudesic.com

28-Feb-2019
Bangalore

Saurabh Kumar

Employment offer

Dear Saurabh,

We are very happy that you have approached us, "Neudesic" for employment. As a result of our recent discussions and after careful consideration, we would like to extend an offer of employment to you as **Associate Consultant** if you choose to accept this offer before **4-Mar-19. Y**our date of joining start will be intimated to you after the successful completion of your current educational program. The compensation and terms of employment are set forth below:

Your compensation will be **INR 360000/- per annum,** (compensation structure given in Annexure I), less taxes and deductions as applicable by the Govt. of India for all required withholdings, and paid in accordance with the Company's normal payroll procedures. Your compensation will be paid monthly basis.

Our work culture is informal and we try to encourage self-motivated individuals. We will try and make every effort to ensure that you have an atmosphere that brings out the best in you. As a responsible employee, you would be required to work not less than 45 hours per week. As a company employee, you will be required to follow the corporate rules and policies. You may not disclose confidential company information to unauthorized third parties.

We have prepared a formal Employment Agreement for your review and acceptance which details the complete terms of your employment with Neudesic available in Annexure II. This letter and the Employment Agreement form the complete and exclusive statement of employment between you and the Company. These employment terms supersede any other agreements, understandings, promises, or communications, written or oral, by or on behalf of the Company. The terms and conditions of your employment will be in accordance with the Company's policies and procedures which you are required to peruse before joining.

If you choose to accept this offer of employment, please revert to our mail within 2 days confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,

Ishita Panda
Manager, Human Capital Management
Neudesic Technologies Private Limited

EMPLOYEE STATEMENT:
I agree with and accept the terms set forth in this letter.

Print Name _____ Signature _____ Date _____

Corp Office: Unit No.101, B-9, K Raheja Mind space IT Park, Madhapur, Hyderabad -500 081 • Ph. +91 40 40072112 • www.neudesic.com

Annexure – I

Compensation Details

Name: Saurabh Kumar
Designation: Associate Consultant
Job Location: Bangalore/Hyderabad/Kochi

Indicative Compensation Structure	
Compensation Component	CTC Details (₹)
Base Compensation	
Basic	134452
HRA	53781
Special Allowance	68551
Conveyance	19200
Monetary Benefits	
Medical Allowances	15000
Food Allowance (optional for tax exemption)	26400
LTA	13445
Insurance Benefits[1]	
Health Insurance[2]	5300
Fixed Annual Compensation	**336129**
Retirement Benefits	
Employer PF Contribution	17280
Gratuity[3]	6591
CTC per annum	**360000**

[1] You are also entitled to an insurance coverage of ₹20, 00,000 under Group personnel accidental policy, without any additional premium
[2] Employee and five dependents (at an additional premium) are entitled to an insurance coverage of 2, 00,000 on floater policy under Health Insurance.
[3] Gratuity Provision is as per the provisions of the 'Payment of Gratuity Act, 1972' and Superannuation Provision is as per 'Employees Provident Funds and Miscellaneous Provisions Act, 1952'.

Compensation details are confidential and are governed by Neudesic's Non-Disclosure Clauses of Employment Agreement

DSU15CS0073

RxLogix

RXLOGIX CORPORATION INDIA PRIVATE LIMITED

A-1, Windsor IT Park, 3rd Floor, Tower B, Sector 125, Noida 201301

Date: 8th February 2019

Mr Shalin,
S/O Lalan Kumar
Auto spares, Forbesganj
Bihar-854318
Subject: **Offer Letter and Employment Agreement**

Dear Shalin,

We are pleased to confirm our offer to employ you as **Associate Software Engineer** effective from **24th June 2019** for RxLogix Corporation India Pvt Ltd ("we," "us," or the "Company"). Your duties in this capacity will relate to development & delivery of life sciences solutions (the "Solutions"). You will be working with us as our full-time Employee and your specific projects and objectives will be specified in instructions provided to you by management of the Company from time to time. You will be based at RxLogix office in **Bangalore, India.**

As discussed and finalized, we offer you to pay a consolidated payment of **INR 5,00,000 (Five Lacs)** per annum, the details of which is appended as **Exhibit A** hereto. Your employment does not entitle you to any equity in the Company or to otherwise participate in the profits or losses of the Company.

Apart from the above, if the Company requests you to travel on its behalf, outside the reporting office, the Company will reimburse you for your reasonable travel expenses, as approved by us in advance. Air travel is reimbursed at economy rates. The Company will also reimburse you for customary business expenses incurred at our request and that comply with our expense reimbursement policy as in effect from time to time.

By accepting this engagement, you will provide the services to all the projects on which you have been asked by the Company and all the work will be performed and carried out in the Company's name (i.e., not in your own name or in the name of any other company). The services and deliverables which are achieved and produced by you during the period of your employment under this agreement shall be property of the Company. Accordingly, you agree with the Intellectual Property Terms set forth in **Exhibit B** hereto, as well as the confidentiality provisions of **Exhibit C** hereto, which are incorporated herein. In addition, you agree that your employment by the Company is on a full time basis, and that you will not perform services for any other company so long as the Company employs you. According to Company policy, the first 6 Months of employment is considered a probationary period, during which time the Company will evaluate your performance and fit with the Company. The Company is an "at-will" employer, and your employment will be at will. That means that both you and the Company have the right to terminate employment at any time, with **2 (Two) weeks** advance notice during probation and with **2 (Two) months** advance notice after Confirmation, and with or without cause. You also may be demoted or disciplined and the terms of your employment may be altered at any time,

with or without cause, at the discretion of the Company. No one other than the CEO/Director of the Company has the authority to alter this arrangement, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to this policy, and any such agreement must be in writing and must be signed by the CEO/Director of the Company and by you.You agree to not leave the Company in the middle of a project. In the event of termination of employment, you agree that you will not damage the company laptop and not delete any data and drive on it.

This offer expires on **22nd February 2019** and is contingent upon verification of the information on your application, and upon your ability to provide proof of eligibility to work in the company.

This letter agreement, including its exhibits, sets forth our entire agreement and understanding regarding the terms of your employment with the Company, and supersedes any prior representations or agreements, whether written or oral. If any provision of this Agreement, including any of the exhibits, shall be held by a court of competent jurisdiction to be unenforceable, such provision shall be enforced to the greatest extent permitted by law, and the remainder of this Agreement and its exhibits shall remain in full force and effect.

We look forward to working with you at RxLogix Corporation India Pvt Ltd. If you accept the terms of this letter agreement, please so signify by signing below and returning a fully executed copy to us.

Sincerely,

FOR RXLOGIX CORPORATION INDIA PVT LTD

_____

(Ramesh Chandra More)
Director

Acceptance: I agree to the terms and conditions set forth in this Letter Agreement.

_____ Dated: _____

(Shalini)

EXHIBIT A

Salary Break-up

CTC Break-up	Amount (INR)
Basic Salary	2,00,000
HRA	1,00,000
Special Allowance	1,76,000
Total Gross Salary	4,76,000
PF (Employer Share of Contribution)	24,000
Total CTC	**5,00,000**

Ownership of Property. All files, records, data, programs, algorithms, designs, documents, drawings, specifications, other written materials, equipment, devices, source codes, design documentation and all other items relating to the business of the Company or its clients, or which otherwise contain or relate to Confidential Information, whether prepared by or with the assistance of you or otherwise coming into your possession, custody, control, or knowledge, are and shall remain the exclusive property of the Company and shall not be removed from the premises of the Company under any circumstances except in furtherance of the business of the Company. If your employment with the Company ends for any reason, you promise to promptly return to the Company all Confidential Information and all personal property furnished to or prepared by you in connection with your employment. Following your termination, you will not retain any written, electronic or other tangible material containing any Confidential Information.

You promise that after the termination of your employment with the Company, you will not enter into any agreement that conflicts with your obligations under this Agreement, and you will inform any subsequent employers of your obligations under this Agreement.

Confidential Information of Third Parties. You agree to preserve as confidential the confidential information of any third party to which you may have access and shall not disclose such information to the Company or any of its agents or employees, unless expressly permitted to do so by the owner thereof. In addition, you agree not to use such confidential information in any improper or illegal manner in the course of your work for the Company.

Non-Solicitation. You agree that, during the term of your employment with the Company and for a period of twenty-four (24) consecutive months thereafter, you will not solicit or otherwise induce any employee or consultant of the Company to terminate his or her relationship with the Company.

Limited Non-Acceptance of Employment with Clients. You agree that, during the term of your employment with the Company and for a period of twenty-four (24) consecutive months thereafter, you will not accept an engagement, either as an employee, independent consultant, agent, officer, director, partner or in any other capacity, from any entity which is a customer of the Company and with which you worked at any time during the term of your employment with the Company.

Unfair Competition. You promise that during your employment with the Company, you will devote yourself to the lawful business of the Company, and you will not directly or indirectly engage in any activity or business that competes with the Company's business or that creates a conflict of interest.

EXHIBIT B

INTELLECTUAL PROPERTY TERMS

In consideration of the agreements of RxLogix Corporation India Pvt. Ltd. ("Company") in the letter agreement ("Agreement") to which these Intellectual Property Terms relates, and for other good and valuable consideration, you agree as follows:

A. Assignment of Inventions. You agree to assign to the Company, without further consideration, your entire right, title, and interest (throughout India, and United States including all foreign countries), free and clear of all liens and encumbrances, in and to all Inventions. The Inventions shall be the sole property of the Company, whether or not copyrightable or patentable. In addition, you agree to maintain adequate and current written records on the development of all Inventions, which shall also remain the sole property of the Company. You understand that "Inventions" means all ideas, processes, inventions, technology, designs, formulas, discoveries, patents, copyrights, and trademarks, and all improvements, rights, and claims related to the foregoing, that are conceived, developed, or reduced to practice by you alone or with others in the Company.

B. License for Other Inventions. If, in the course of your employment with the Company, you incorporate into Company property an invention owned by you or in which you have an interest, then the Company is granted a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, modify, use and sell your invention as part of and in connection with the Company property.

C. Assist With Registration. In the event any Invention shall be deemed by the Company to be copyrightable or patentable or otherwise registrable, you will assist the Company (at its expense) in obtaining and maintaining letters patent or other applicable registrations and in vesting the Company with full title. Should the Company be unable to secure your signature on any document necessary to apply for, prosecute, obtain, or enforce any patent, copyright, or other right or protection relating to any Invention, due to your incapacity or any other cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorney-in-fact to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of patents, copyrights, or other rights or protection with the same force and effect as if executed and delivered by you.

D. Disclosure. You agree to disclose promptly to the Company all Inventions and relevant records. You further agree to promptly disclose to the Company any idea that you do not believe to be an Invention, but is conceived, developed, or reduced to practice by you (alone or with others) while you are employed by the Company or during the one-year period following termination of your employment. You will disclose the idea, along with all information and records pertaining to the idea and the Company will examine the disclosure in confidence to determine if in fact it is an Invention subject to this Agreement.

E. Post-Termination Period. You agree that any idea, invention, writing, discovery, patent, copyright, or trademark or similar item, or improvement shall be presumed to be an Invention if it is conceived, developed, used, sold, exploited, or reduced to practice by you or with your aid within one (1) year after your termination of employment with the Company. You can rebut the above presumption if you prove that the idea, invention, writing, discovery, patent, copyright, or trademark or similar item, or improvement is not an Invention covered by this Agreement.

F. Ownership of Other Work Product. You agree that all work you perform in connection with your employment with the Company, whether in the form of programming, analysis, testing, review, the provision of customer feedback, the coordinating of reviews, or otherwise, belongs entirely to the Company.

EXHIBIT C

In consideration of the agreements of RxLogix Corporation India Pvt. Ltd. ("Company") in the letter agreement ("Agreement") to which these Intellectual Property Terms relates, and for other good and valuable consideration, you agree as follows:

Confidentiality. You acknowledge that in the performance of your duties for the Company, you may be exposed to and have an opportunity to learn about Company's product designs, codes, operations, methods of doing business, business strategies and plans, research and development, know how, customers and customer information, suppliers and supplier information, trade secrets, manufacturing methods, computer programs, algorithms, finances and other confidential and proprietary information belonging to Company, including the information, designs and works of you hereunder. All information learned by or provided to you of the type described in the preceding sentence is collectively referred to herein as the "Confidential Information." You agree: (a) that you will not, without written authorization from Company, acquire, disclose to anyone else or copy, in whole or in part, the Confidential Information; (b) that all Confidential Information shall be held by you in the strictest confidence; and (c) that you will not either directly or indirectly use, except in the performance of the obligations under this Agreement, any such Confidential Information. The foregoing obligations of confidentiality and nonuse shall survive the termination of this Agreement, but shall not apply to that information that is or hereafter becomes part of the public domain through no fault of the parties.

You agree to maintain at your work station and/or any other place under your control only such Confidential Information as you have a current "need to know." You promise to return to the appropriate person or location or otherwise properly dispose of Confidential Information once that need to know no longer exists. You also promise not to reproduce the Confidential Information or otherwise make it available to anyone unless there is a legitimate and genuine business need for reproduction.

DSU15CS0079

2019

11th March, 2019

Sub: Offer of employment by Pin Click

Dear Shambhavi,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A.**

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Shambhavi V Devadiga**	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.
* Post probation period you will be entitled to fixed salary of 4,22,000 INR per

annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable

DSU15GS0076



NONDISCLOSURE AGREEMENT

In connection with a proposed business relationship, OnlyGroup ("Company") has allowed you **(Sindhura.K.R.)** access, or may allow you access, to business, technical or other information, materials and/or ideas ("Proprietary Information," which term shall include, without limitation, anything you learn or discover as a result of exposure to or analysis of any Proprietary Information).

In consideration of any disclosure and any negotiations concerning the proposed business relationship, you agree as follows:

1. You will hold in confidence and will not possess or use or disclose any Proprietary Information except information you can document (a) is in the public domain through no fault of yours,
(b) was properly known to you, without restriction, prior to disclosure by Company or (c) was properly disclosed to you by another person without restriction. You will not reverse engineer or attempt to derive the composition or underlying information, structure or ideas of any Proprietary Information. The foregoing does not grant you a license in or to any of the Proprietary Information.

2. If you decide not to proceed with the proposed business relationship or if asked by Company, you will promptly return all Proprietary Information and all copies, extracts and other objects or items in which Proprietary Information may be contained or embodied.

3. You will promptly notify Company of any unauthorized release, disclosure or use of Proprietary Information.

4. You understand that this Agreement does not obligate Company to disclose any information or negotiate or enter into any agreement or relationship. You will strictly abide by any and all instructions and restrictions provided by Company from time to time with respect to Proprietary Information or Company systems. You will ensure the security of any facilities, machines, accounts, passwords and methods you use to store any Proprietary Information or to access Company systems and ensure that no other person has or obtains access thereto.

5. The terms of this Agreement will remain in effect with respect to any particular Proprietary Information until you can document that such Proprietary Information falls into one of the exceptions stated in Paragraph 1 above.

6. You acknowledge and agree that due to the unique nature of the Proprietary Information, any breach of this agreement would cause irreparable harm to Company for which damages are not an adequate remedy, and that Company shall therefore be entitled to equitable relief in addition to all other remedies available at law.

7. Until one year after the later of (i) the date of this Agreement or (ii) the last disclosure of Proprietary Information to you, you will not encourage or solicit any employee or consultant of Company to leave Company for any reason.

8. This Agreement is personal to you, is nonassignable by you, is governed by the internal laws of India and may be modified or waived only in writing signed by both parties. If any provision of this Agreement is found to be unenforceable, such provision will be limited or deleted to the minimum extent necessary so that the remaining terms remain in full force and effect. The prevailing party in any dispute or legal action regarding the subject matter of this Agreement shall be entitled to recover attorneys' fees and costs.

Acknowledged and agreed on **Jan 28, 2019**:



SIGNATURE

Sindhura K.R.

NAME

January 28, 2019

DATE

2019 DSU15CS0077



Strictly Private and Confidential

21-Mar-2019

SAURABH KUMAR SINHA
NEW WALIA COLONY,OPP-GOLDEN AVENUE,QADIA ROAD ,BATALA,DIST-GURDASPUR.
8427964662

Dear SAURABH,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: ac84c74e-b5d6-4c15-957b-73fbf2ac5572_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

USN – 1DS15CS078

Mahindra COMVIVA

Comviva Technologies Limited
Regd. Office
A-26, Info City, Sector 34
Gurgaon-122001, Haryana
India

Tel: + 91 124 481 9000
Fax: + 91 124 481 9777
CIN: U72200HR1999PLC041214

mahindracomviva.com
info@mahindracomviva.com

Date: 04/09/18

To,

SRIKAR RAO

Subject: Letter of Intent for hiring

Dear SRIKAR,

Congratulations!!

We are pleased to select you for a position with Comviva Technologies Limited. The date of joining will be communicated to you at a later stage.

Your hiring is conditional upon the following:

i. Your joining will be at Gurgaon/Bengaluru or any other place as may be intimated to you.
ii. On the date of your joining, you are required to execute the following documents: a. Offer Letter / Employment Letter; b. Non-Disclosure Agreement ("NDA"); c. Code of Conduct ("CoC"); and
iii. Fulfillment of all other obligations which are mandatory for completion of joining formalities as required on the date of commencement of employment
iv. You may be posted at any location and/or any business unit within or outside India.

An indicative compensation structure offered by Comviva for the position in respect of which you have been selected is appended herewith as an Annexure. At the time of joining, you will be required to sign an Employment Agreement containing detailed terms of your subsequent employment with Comviva.

We wish you an enriching career at Comviva. In case of any queries regarding the terms of this letter or your joining, please reach out to us at *campus@mahindracomviva.com*

Sincerely,

Tanuj Gupta
Assistant Vice President- Human Resources
Date 04/09/2018

Srikar

Read, Understood and Accepted

Mahindra COMVIVA

Annexure

Compensation Structure

Components of Emoluments	Monthly (INR)	Annual (INR)
Basic Pay	9375	112500
Special Allowance	13424	161089
Performance Linked Incentive Plan (PLI)*		37500
Tenure based Assured Bonus (TAB)**	3750	45000
Provident Fund (Employer's Contribution)	1125	13500
Gratuity		5411
Total Cost to Company (TCTC)* **		375000

Insurance Benefits

a. **Life Insurance Coverage** – Comviva Technologies Limited provides a very attractive Life Insurance Program to all its India based employees (for self only). As per the current policy, you will be covered for an amount of 1500000/- (Rupees Fifteen lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

b. **Medical Insurance Coverage (Self, Spouse and Children)** – This program will cover the employee, spouse and up to two dependent children. As per the current policy, you & your dependents will be covered for an amount of Rs. 400000/- (Rupees Four Lakhs only) – the cost of this default coverage is completely borne by the Company. The current program also allows an employee to increase the default coverage by an up to Rs. 400000/- (Rupees Four Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

c. **Medical Insurance Coverage (Parents)** – Medical costs have significantly increased and the Company believes that a corporate medical insurance program offers significantly higher benefits at a significantly competitive cost, when compared to an individual insurance policy. Hence, all India based employees are expected to mandatorily cover their parents under the Company's Medical Insurance Program applicable for Parents. As per the current policy, your parents will be covered for a default amount of Rs. 200000/- (Rupees Two Lakhs only). The Company bears a portion of the applicable premium, while the remaining premium will have to be borne by the employee – Company's contribution towards insurance of parent's increases with tenure of the employee. The current program also allows an employee to increase the default coverage by an up to Rs. 400000/- (Rupees Four Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

d. **Personal Accident Insurance** – You will also be eligible for coverage under a personal accident insurance program. Under this program, you will be covered for an amount of Rs. 2800000/- (Rupees Twenty eight Lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

e. ***Variable Pay [Performance Linked Incentive (PLI)]** – PLI is subject to the terms and conditions of the Performance Linked Incentive (PLI) program applicable for the year. Payments under the PLI program are primarily based on the Company, Unit/Function and Individual performance. Employees who join in middle of the year are eligible for pro-rated payments. Payable amount will be pro-rated for unpaid leave, if any.

Srikar

Read, Understood and Accepted

Mahindra COMVIVA

The PLI incentive includes any assured statutory bonus, if applicable, which becomes payable under relevant statute for Payment of Bonus Act. Additional details will be as per the Performance Linked Incentive (PLI) program of the Company. In the event of a conflict in interpretations and terms; the PLI program applicable for the corresponding year will supersede anything mentioned in this letter.

f. ****Tenure based Assured Bonus (TAB)** – Tenure based Assured Bonus, as the name suggests, is earned by an employee only on reaching a particular milestone date. It is an earning for being in the Company on a particular date. Based on requests from employees in the past, the same is paid as an advance only to help employees have better cash flows each month.

However, it does not mean in any way that the money has been earned, until the milestone date is reached. Should an employee resign/leave the Company before the milestone date, advances paid are recoverable (at pre-tax value). At this point of time, the applicable milestone dates for TAB are 31st May and 31st December – the same may be changed from time to time. For better clarity, an employee gets entitled to the TAB advances paid out between June to December on 31st December and for advances paid between January to May on 31st May. The TAB advances paid to employees who leave in the year are not taken by the Company for any other purposes. They are distributed to employees who stay back and bear the impact of attrition, knowledge transfer and additional work load. Since this is a normal feature of recovery each year, the personnel cost of the Company is increased at the beginning of the year from what it can actually afford, keeping in mind the possible recoveries that will happen in the later part of the year. The extra money of recovery leads to marginally higher increases for everyone. The same is reflected in the annual reviews and is distributed consistently across all, instead of any particular sub-group.

g. *****Total Cost to Company (TCTC)** will be considered as the base for any future compensation reviews.

h. **ESIC (Coverage under Employees' State Insurance Act)** : Basis the eligibility criteria for your coverage under ESIC and in line with the statutory requirements and amendments thereto from time to time, your salary will be subjected to necessary deductions towards employee's contribution to ESIC. The company will make the necessary employer's contribution accordingly.

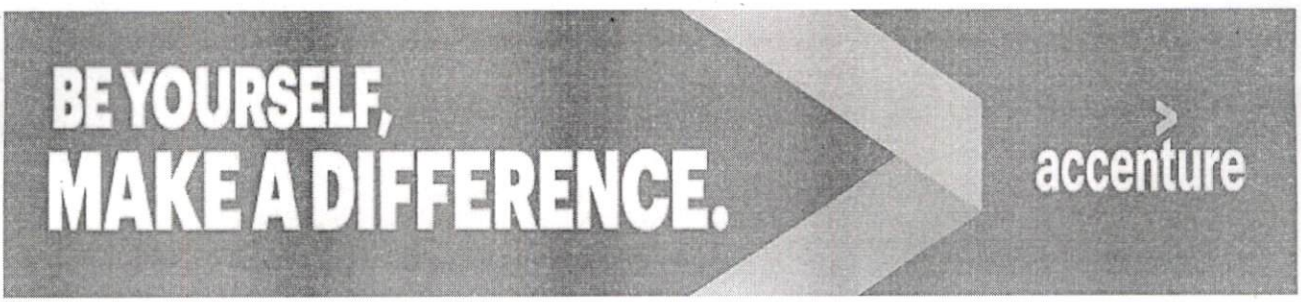
I, Srikar Rao have read the terms and conditions mentioned in Annexure. I understand and accept the same without any reservation.

Name	Srikar
Signature	Srikar
Date	04/09/2018
Place	Bangalore

Srikar

Read, Understood and Accepted

2019 – USU15CS0080



Strictly Private and Confidential

13-Mar-2019

Subhash B S
Buklapura,Kuruvalli post,Thirthahalli Taluk,Shimoga District-577432
9535586445

Dear Subhash,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 4be97e0f-e130-4630-ac0f-191f1ea564bb_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Subhash BS

DSU15CS0081



Strictly Private and Confidential

03-Apr-2019

SUHAS BOGGARAM SRINATH
#206,RAMA KRISHNA EXTENSIONSRINIVASPUR
7353959325

Dear SUHAS,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c4baffec-3c1a-406e-b629-eeb6585a256f_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature _____

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

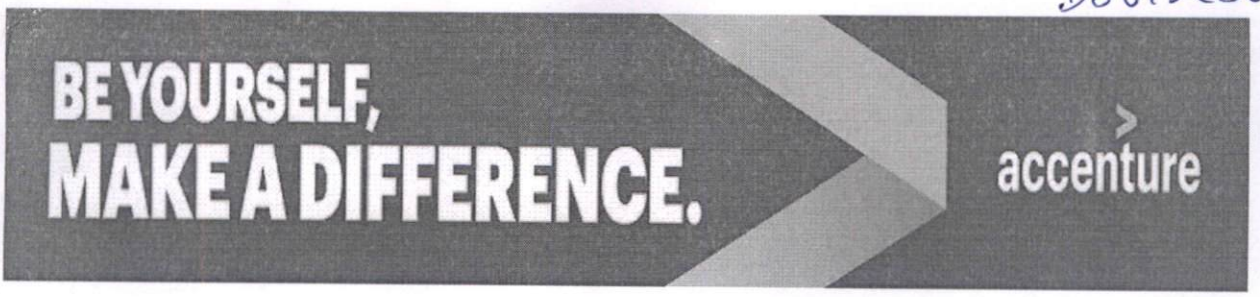
Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU1SCS0083



Strictly Private and Confidential

03-Apr-2019

Suraiya C O Murthy
Lingayath street, chikkabyaladakere, Hosadurga (tq), Chitradurga(dist)
7411875428

Dear Suraiya,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 8a5998b1-26fb-4e7d-b952-52bebf48b6f5_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature _____

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU1SCS0086
Teena Varghese



Strictly Private and Confidential

13-Mar-2019

Teena Varghese
Teena Varghese,D/o Varghese M A,Nagalapura,B H Kaimara(Po),N R Pura(Tq),Chikmagalur(Dt)
9449289684

Dear Teena,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: de580aa2-8869-47c7-ace1-9a6f5093218d_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Reena

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

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In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

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    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Jena

PSU15CS0087



Strictly Private and Confidential

13-Mar-2019

Tejas Varma K
SHOP NO: A20, KUSUMA HARINATH ENGINEERING WORKS, BELAL MASJID COMPLEX, JULAI NAGAR ROAD, GANGAVATHI-583227

9535695864

Dear Tejas Varma K,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
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Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSU15CS0088
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Ms. Tenzin Nyidol

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

Tenzin nyidol　Nyidol

[署名　Signature]

138911d8-fd74-4b90-b040-e5d51d98b735

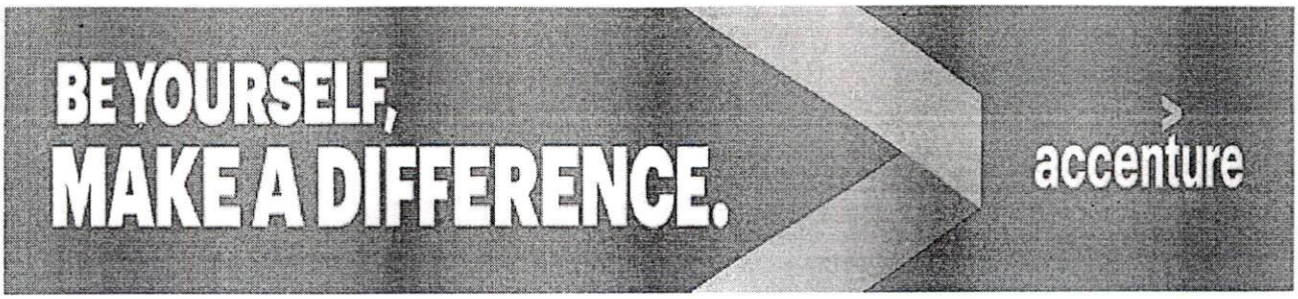
労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000　円/JPY 月額 Monthly pay　220,000　円/JPY 手取額（概算） Net salary(Rough estimate)　184,200　円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

Theja V. Bhat
DSU15CS0090



Strictly Private and Confidential

01-Feb-2019

Theja Venkataraman Bhat
#74, Sri Ganesh, SBI Officers Prime Residency, Kodichikanahalli, Behind BWSSB Water Tank, Bengaluru
7406154126

Dear Theja,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: bfdf32b8-b733-4d66-b188-5d55db3a99a4_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS0091

FACE

November 7, 2019

Ms. THENMOZHLI.D

thenmozhlid885@gmail.com

Dear THENMOZHLI.D

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career nhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.THENMOZHLI.D**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CS0074



Strictly Private and Confidential

13-Mar-2019

Vaibhav sharma
Qr. No. 2,cossai road, old baridih, jamshedpur, jharkhand 831017.

7004585053

Dear Vaibhav sharma,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

Vasudevan Ramesh

Ausbildung Eduvirtuoso Pvt Ltd
#915, Essae Pride, 2nd floor, 6th Block Koramangala
Bangalore, Karnataka 560095 www.eduvirtuoso.com
CIN: U80900KA2018PTC115188 PAN: AARCA1716H
GSTIN: 29AARCA1716H1ZI TAN: BLRA28945A

DSU15CS0095

27-02-2019

LETTER OF INTENT TO TRAIN AND HIRE

Strictly Personal & Confidential

Dear,

We are pleased to induct you into training for **"Business Development Executive"** with Eduvirtuoso, Bangalore. We are sure that you will find this association with us rewarding and challenging. This training will be unpaid and not counted as your days of employment.

You will be given an offer letter post successful completion of training.

You will be required to undergo a paid Internship for 6 months from your Date of Joining.

Please note the terms of your internship

1) During your Internship you will be paid a monthly stipend of Rs. 15,000/-(10000 fixed and 5000 Variable)
2) Upon the successful completion of your Internship your CTC will be changed to 6 Lakhs per Annum (Fixed 5 Lakhs + Variable 1 Lakh).
3) You will also be eligible for all monthly bonuses and incentives as per policies based on your performance.
4) Based on your performance during the Internship you will be promoted directly to an Assistant Manager (Inside Sales)
5) You will be required join by the 27th of February 2019 and you will be provided a break for your examinations.

You will be required to submit the following documents as per company requirement.

1) SSC, HSC, Degree and Masters Copies.
2) Pan Card
3) Aadhar Card Copy(background verification purpose)
4) 2 passport size photos
5) Bank details
6) Experience / Relieving letter from previous organisation (If experienced)

You are expected to devote your full business time, attention and energies to the performance of your duties with the Company. Your place of training will be #915, Essae Pride, 2nd floor, 6th Block Koramangala, Bangalore, Karnataka 560095 and working hours shall be from 09.30 A.M to 6.30 P.M, 6 days a week.

You also hereby consent and agree to any amendments to these Terms and Conditions of Employment, as deemed necessary by Eduvirtuoso. You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you.

eduvirtuoso .com

Ausbildung Eduvirtuoso Pvt Ltd
#915, Essae Pride, 2nd floor, 6th Block Koramangala
Bangalore, Karnataka 560095 www.eduvirtuoso.com
CIN: U80900KA2018PTC115188 PAN: AARCA1716H
GSTIN: 29AARCA1716H1ZI TAN: BLRA28945A

Termination: Company may at any time terminate your employment by giving you one-day notice in writing during the training period of eight days. Post successful completion of training and certification, the same will be revised as per the company policy.

Recovery: In case you leave our employment without giving notice, you will pay or we shall have the right to deduct as liquidated damages an amount equivalent to one month's basic salary.

Upon your joining, we may, directly or through a third party, carry out a detailed background verification to validate the information and credentials submitted by you. Eduvirtuoso reserves the right to terminate without notice, the employment contract, at any point during the course of employment, if the background verification report is found incongruent with the information & credentials provided by you. Additionally, in such an eventuality, Eduvirtuoso shall require you to refund the salary paid including employee benefits availed, if any, till such date.

The company reserves the right to take legal action against the employee who is using office sources for the personal use.

You are held liable for all the cost and consequences or any damages from your direct or indirect negligence and any type of misconduct and mismanagement. And the company can approach the court of law to recover the damages from the same, and can file criminal case against you. Company reserves its right to recover the said loss from you or from your salary.

Representation by signing below, you represent that your performance of services to the Company will not violate any duty which you may have to any other person or entity (such as a present or former employer), including obligations concerning providing services

If you find the Terms and conditions stated above, acceptable to you, please return the duplicate copy of this letter signed by you as on your acceptance of the above terms and conditions within three days. You are required to submit all the necessary documents, mentioned below at the time of joining the duty. Please report to work at our office on or before **27th Feb** at **10.30 AM.** Your training period will be from 27th Feb 2019.

From
Eduvirtuoso
HR Team

Accepted by

Vaishnavi

SIGNATURE

Vaishnavi Ramesh

NAME

USN:- PSU15CS0096

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Razorpay

1st Floor, SJR Cyber, 22, Laskar Hosur Road,
Adugodi, Bangalore, Karnataka, India - 560030
https://razorpay.com | contact@razorpay.com

Non-Disclosure Agreement

This Non-Disclosure Agreement (the "Agreement") entered into on **2nd May 2019** by and between

Varun Kumar K, S/O Kannan B V, aged about 21 years, currently residing at #242 Madhuranagar 2nd Stage, Varthur, Bangalore-560087 and his/her permanent residence is the same, hereinafter referred to as ("Employee") which includes its successors and assigns and legal representatives

and

Razorpay Software Private Limited a company incorporated under the Companies Act, 1956 and having its registered office address at No. 22, SJR Cyber, 1sr Floor,Laskar-Hosur Road, Adugodi, Bangalore – 560030 hereinafter referred to as ("Razorpay") which includes its successors and assigns and legal representatives.

The Employee and Razorpay shall hereinafter individually be referred to as "Party" and collectively as "Parties".

WHEREAS, Razorpay is an application service provider providing payment processing service enabling secure payments through multiple channels like mobile and internet. The Employee has been employed with **Razorpay** as an **Integration Engineer** with effect from **2nd May 2019.**

Whereas, the Employee may in the course of his/her employment with Razorpay shall have access to sensitive, confidential data of Razorpay and shall also be required to disclose confidential, important and/or Razorpay's business trade secret information concerning Razorpay's business and activities;

Therefore, the parties hereto agree to enter into a confidential relationship with respect to the disclosure by each of them of certain information as follows:

1. **Definitions:** For purposes of this Agreement, "Confidential Information" shall include all information or material that has or could have Razorpay's client/merchant /partner confidential data including business plan, business process, business trade secrets, commercial values offered to Razorpay's merchants/clients/partners or other business information including prospective business of Razorpay or its subsidiaries or affiliates. It is the responsibility of the Disclosing Party/Employee to strictly restrain from disclosing Confidential Information to any third party or Receiving Party.

   For purposes of this Agreement, the term "the Disclosing Party" shall be the party that discloses Confidential Information to the Receiving Party.

   For purposes of this Agreement, the term "the Receiving Party" shall be the party that receives Confidential Information from the Disclosing Party and shall include Razorpay's competitors, the company he or she represents, and all affiliates, subsidiaries, and related companies of the Receiving Party.

   For purposes of this Agreement, the term "Representative" shall include each party's directors, officers, employees, agents, consultants, and financial, legal, and other advisors.

2. **Exclusions:** Confidential Information does not include information that the Receiving Party can demonstrate: (a) was in the Receiving Party's possession prior to its being furnished to the Receiving Party under the terms of this Agreement,

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Adugodi, Bangalore, Karnataka, India - 560030
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provided the source of that information was not known by the Receiving Party to be bound by a confidentiality agreement with or other obligation of confidentiality to the Disclosing Party; (b) is now, or hereafter becomes, through no act or failure to act on the part of the Receiving Party, generally known to the public; (c) is rightfully obtained by the Receiving Party from a third party, without breach of any obligation to the Disclosing Party; or (d) is independently developed by the Receiving Party without use of or reference to the Confidential Information.

3. **Confidentiality:** The Receiving Party and its Representatives shall not disclose any of the Confidential Information in any manner whatsoever, except as provided in paragraphs 4 and 5 of this Agreement, and shall hold and maintain the Confidential Information in strictest confidence.

4. **Permitted Disclosures:** The Receiving Party may disclose the Disclosing Party's Confidential Information to the Receiving Party's responsible Representatives with a bona fide need to know such Confidential Information, but only to the extent necessary to evaluate or carry out the proposed transaction or relationship with the Disclosing Party and only if such employees are advised of the confidential nature of such Confidential Information and the terms of this Agreement and are bound to protect the confidentiality of such Confidential Information.

5. **Required Disclosures:** The Receiving Party may disclose the Disclosing Party's Confidential Information if and to the extent that such disclosure is required by court order, provided that the Receiving Party provides the Disclosing Party a reasonable opportunity to review the disclosure before it is made and to interpose its own objection to the disclosure.

6. **Use:** The Receiving Party and its Representatives shall use the Confidential Information solely for the purpose of growth of Razorpay's business during the term of their employment only and not in any way use the Confidential Information to the detriment of the Disclosing Party. Nothing in this Agreement shall be construed as granting any rights to the Receiving Party, by license or otherwise, to any of the Disclosing Party's Confidential Information.

7. **No Objection:** Holding of discussions or exchange of material or information with the Employee's manager or its team during the course of his/her employment for the purpose of developing Razorpay's business shall not be construed as prohibited, subject to such discussion is for consummation of the transaction discussed therein or for completion of the transaction for which the material or information was exchanged under this Agreement.

8. **Irreparable Harm:** The Receiving Party understands and acknowledges that any disclosure or misappropriation of any of the Confidential Information in violation of this Agreement may cause the Disclosing Party irreparable harm, the amount of which may be difficult to ascertain and therefore agrees that the Disclosing Party shall have the right to apply to a court of competent jurisdiction for specific performance and/or an order restraining and enjoining any such further disclosure or breach and for such other relief as the Disclosing Party shall deem appropriate.

9. **Consequential Damages:** No warranties of any kind are given with respect to the Confidential Information disclosed under this Agreement or any use thereof, except as may be otherwise agreed to in writing. Employee agrees that he/she shall be liable to loss of profits, loss of business or indirect, consequential or punitive damages of Razorpay in the event the said Employee discloses any Confidential Information to any third party and such disclosure shall constitute a breach of this Agreement.

10. **Survival:** The secrecy and non-use obligations under the terms of this Agreement shall, for a period of twelve (12) months, from the date of termination or resignation of his /her employment from Razorpay, whichever is later.

11. **Successors and Assigns:** This Agreement and each party's obligations hereunder shall be binding on the representatives, assigns, and successors of such party and shall inure to the benefit of the assigns and successors of such party; provided, however, that the rights and obligations of the parties hereunder are not assignable.

12. **Governing Jurisdiction:** This jurisdiction for this agreement shall be governed by courts in Bangalore, India.

13. **Counterparts and Right:** This Agreement may be signed in counterparts, which together shall constitute one agreement.

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14. **Entire Agreement:** This Agreement expresses the full and complete understanding of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous proposals, agreements, representations and understandings, whether written or oral, with respect to the subject matter. This Agreement is not, however, to limit any rights that either party may have under trade secret, copyright, patent or other laws. This Agreement may not be amended or modified except in writing signed by each of the parties to the Agreement. This Agreement shall be construed as to its fair meaning and not strictly for or against either party. The headings hereof are descriptive only and are not to be construed in interpreting the provisions hereof.

Accepted and Agreed to by:
Razorpay Software Private Limited

DocuSigned by:
Surekha G N
4AFA9201425F460...
(For) Anuradha Bharat
Title: **Head, People Operations**

Accepted and Agreed to by:

DocuSigned by:
Varun Kumar K
7C841F1CC2E64D0...
By: **Varun Kumar K**
Title: **Integration Engineer**

DocuSign Envelope ID: 0F6911AC-6CC6-4788-B9EB-B055BA46B3E9

Razorpay

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Adugodi, Bangalore, Karnataka, India - 560030
https://razorpay.com | contact@razorpay.com

OFFER PROPOSAL – CONFIDENTIAL

2nd May 2019

Dear Varun,

We are pleased to extend you an offer to join Razorpay Software Private Limited ('Razorpay') as an **Integration Engineer,** to be based in Bangalore. We assure you a great career at Razorpay & wish you success in this journey with us!

The total cost to company (CTC) of your compensation package is **INR 600,000 (Six Lakhs Only) and Stock Options for 100,000 (One Lakh Only)**. Please note that the stock options are subject to vesting and your variable pay subject to review based on individual performance. Below is the break up for the proposed numbers.

Compensation Structure	Annual Numbers
Basic	195997
House rent allowance (HRA)	78399
Leave Travel Allowance (LTA)	16333
Communication allowance	36000
Gift	5000
Food Coupons	26400
Special Allowances	131864
Performance Bonus	**48999**
Total Cash	**538992**
Employer's contribution to PF	21600
Gratuity	9408
Medical and Accident Insurance Premium	30000
Total CTC	**600000**

Start Date and Formalities: We propose a start date as **17th June 2019** contingent on your current employment arrangement. We are excited about the possibility of you starting your Razorpay career in this position. Please indicate your acceptance of our employment offer by e-signing this letter in the space provided below.

Sincerely,

DocuSigned by:
Surekha G N
4AFA9201425F460...
(For) Anuradha Bharat
Head, People Operation

Employee Name: Varun Kumar K

Employee Signature: DocuSigned by: Varun Kumar K
7C641F1CC2E64D0...

DSU15CS0097.



Strictly Private and Confidential

13-Mar-2019

VENKAT DURGA SRIRAM
#321, 2nd ward,Basavanna camp, Gangavathi TQ, Koppal DT ,Karnataka
8277341234

Dear VENKAT,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: e31909b7-886d-4239-90d3-0cc1703605fa_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15CS00099
2019

2018/12/17
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. Vishal L

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]

Vishal L

Vishal. L

6e96ac90-8007-42d4-baae-b9db8f902d80

労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年10月1日　　01-Oct-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000　円/JPY 月額 Monthly pay　220,000　円/JPY 手取額（概算） Net salary(Rough estimate)　184,200　円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment(Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ．時間外 Overtime work　法定超 Legal overtime [25%] ロ．休日 Holiday work　法定休日 Legal holiday work [35%] 法定外休日 Non-legal holiday work [25%] ハ．深夜 Night work　深夜手当 Night work allowance [25%] ニ．深夜 Night work [50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年6月末までに決定する。 Final expected Joining Date will be decided by the end of June 2019. 12．採用条件として2019年9月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of September 2019. The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

EN6I6CS1001

FACE

November 7, 2019

Ms. Jeevitha G S

jeevithags1998@gmail.com

Dear Jeevitha G S

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, st successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Jeevitha G S**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

urs sincerely

ror Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16CS002

FACE

November 7, 2019

Ms. Mangala B K

mangalabk77@gmail.com

Dear Mangala B K,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms. Mangala B K**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
urs sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af.

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16CS1009

FACE

November 7, 2019

Ms. POORNIMABAI B

poornimabnaik18@gmail.com

Dear POORNIMABAI B,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.POORNIMABAI B**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

ank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af.

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16CS1006

FACE

November 7, 2019

Ms. Swetha S Mammani

lavanyacse0402@gmail.com

Dear Swetha S Mammani,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career hancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of .2,88,000/-. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Swetha S Mammani**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15CT0002

BYJU'S

OFFER LETTER

Mr. Kaushik HS

Date: Friday, June 7, 2019

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of Trainee - Sales on following terms and conditions:

Offer Details:

Designation:	Trainee - Sales
Department:	Business Development (51000000)
Sub Department:	Sales
Role Location / Work Location:	IBC Knowledge Park, Bangalore
Employment Type:	Trainee

CTC per Annum:

- Fixed Pay: 700000 INR
- Variable Pay: 300000 INR

Reporting Details:

Date of Reporting:	Monday, June 10, 2019
Reporting Location:	Byju's-Think and Learn Pvt Ltd,6th floor, Tower D, IBC

Knowledge Park, Bhavani Nagar, Near Dairy Circle, Bannerghatta Main Road, Bengaluru, Karnataka 560029

Reporting Time: 8 : 30 AM

Please note you will move to your Role Location / Work Location post training

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than Monday, June 10, 2019 , failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company.

All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Annexure B

1. 12th Mark sheet
2. 10th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:

DSUISCT0003
~~DSUCF~~

Infosys®
Navigate your next

HRD/3T/19-20/12696113

Ms. Laveena.N
Candidate ID: 12696113
140,15th main road,
NHCS Layout,
Basaveshwarnagar,
Bangalore-79
Ph:8548834216

July 09, 2019

Dear Laveena. N

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

Infosys
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ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Laveena.N**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

Infosys
Navigate your next

ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Laveena.N**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

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ONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money (To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

DSU15CT0005

FACE

November 7, 2019

Ms. Shriya Muralidhara

shriyamuralidhar@gmail.com

Dear Shriya Muralidhara

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with he Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Shriya Muralidhara**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

.hank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

1SU15CT0007

FACE

November 7, 2019

Ms. Sindhu H.D

sindhukushi57@gmail.com

Dear Sindhu H.D

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms. Sindhu H.D**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

PSU15EC0001



Strictly Private and Confidential

01-Apr-2019

AASHNA BHASKARAN
#26,4th cross Hosapalaya,Opp Om Shakti Temple,H.S.R layout 2nd sector extension,Bengaluru-560068
9448507706

Dear AASHNA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 39f19f3b-9d7d-404f-8c9e-fd23c062ab45_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

Aashruti Anand
DSU15EC0003



Strictly Private and Confidential

01-Feb-2019

Aashruti Anand
Flat No. 203, Magnolia Blossom Apartment, 11th Cross, 8 A Main, Sri Ananth Nagar phase-1, Bangalore-560100
8095857266

Dear Aashruti,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 569200d8-c169-4a34-aa86-514a37ff84e1_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0004

TheMathCompany

Date: 14th Sep 18

Name : Abhijeeth Kumar

College : DSCE, Bangalore

Dear Abhijeeth,

LETTER OF INTENT

Thank you for exploring career opportunities with **TheMathCompany Pvt Ltd.** You have successfully completed our selection process and we are pleased to make you an offer for the position of **Analyst**.

We look forward to having you join us in our mission to transform and build great analytical centers of excellence. We are sure that you will find TheMathCompany an exciting place to learn, contribute and grow.

Your initial place of posting will be Bangalore. Your compensation package will be **₹ 4,50,000 /-** per annum.

COMPENSATION DETAILS

Particulars	Monthly	Yearly
Basic Salary	18,750	2,25,000
House Rent Allowance	7,500	90,000
Conveyance Allowance	2,083	25,000
Medical Allowance	1,250	15,000
Food Allowance	2,200	26,400
Leave Travel Allowance	938	11,250
PF Contribution (Employer Contribution)	1,800	21,600
Special Allowance	2,979	35,750
Total Fixed Compensation	**37,500**	**4,50,000**

You will receive your formal offer letter on the day of joining.

Thanking You,

Authorized Signatory
TheMathCompany Private Limited

DSU15EC0005

Continental

Date: 04th Apr 2019

Ref. No: Continental/TCI/2019/109

Abhinav G A
No.338, 9th Main, AECS
Layout, A Block, Kudlu,
Bengaluru - 560068

Offer of Employment

Dear Mr. **Abhinav G A,**

This is with respect to your application and the subsequent interviews you had with us. We are pleased to extend an offer of employment with Continental Automotive Components (India) Private Limited, as per the below terms and conditions

Grade : GET
Designation : Graduate Engineer Trainee
Work Location : Bangalore

1. **Salary and Benefits**
   Your training duration will be for a period of one year. During this training period you will be paid with an annual compensation of Rs. **5,00,011** /-

   In addition to the above, you will be entitled to certain allowances/benefits as mentioned in the enclosed Annexure I. For details of allowances kindly refer Annexure II.

2. **Work Place**
   You are initially appointed to work in our Technical Center, Bangalore. However, you are liable to be transferred to any department or establishment forming part of the Company, or associate companies or business associate anywhere in India or overseas, temporarily or permanently.

3. **Service Agreement**
   This employment offer is based on your consent to stay in service of Continental for a minimum period of 3 years, considering the substantial efforts management is offering to invest in you for your GYT program and beyond. Therefore, as a Graduate Engineer Trainee, you are required to sign a Service Agreement for 3 years with us on the date of joining. The details of the same have already been communicated to you.

4. **Working hours**
   You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may also be required to work in shifts as and when considered necessary by the Company.

5. **Probation**
   You will be on training period for one year, which may be extended at the discretion of the Company after assessing your performance. During the training period, either party is at liberty to discontinue the appointment by affording the other party 30 days or payment in lieu thereof, provided no notice is necessary in the event of termination by the Company on account of misconduct.

Continental Automotive Components (India) Private Limited
9th Floor,Gold Hill Supreme Software Park, Plot No. 21,22,27&28
Shanthipura Road Electronics City Phase II, Hosur Road, Bangalore 560 100

Phone +91 80 6679 1300 Fax +91 80 66795115
Corporate Identity No.U72900KA2007PTC043146
GSTIN:29AAKC9578C1ZP
www.continental-corporation.com

Regd Office:Plot No.53B, Bommasandra Industrial Area Hosur Road, Attibele Hobli, Anekal Taluk, Bangalore - 560099, India

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Continental

6. **Confirmation**

On successful completion of training or any extension thereof, you will be confirmed in the services of the Company. Confirmation shall take effect only upon issue of a confirmation letter and from the date given in the letter. Thereafter your employment will be subject to termination by affording three months notice, in writing, by either party. This notice period can be curtailed only on Management approval. If you wish to be relieved earlier, you have to pay the company an amount equal to your basic salary for the unfulfilled notice period, provided the management agrees to relieve you early.

7. **Background Checks**

Continental Automotive may, at its discretion conduct background checks to validate your identity, the address provided by you, your education details and details of your prior work experience, if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. If the company is not satisfied, in its sole discretion, with the outcome of the background checks, the company reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

8. **Service Conditions**

You will be governed by rules, regulations and service conditions as per Annexure III, applicable to the employee of your cadre working in the establishment of the company in which you will be working. In addition to the above, you will be governed by the terms and conditions as mentioned in Annexure IV and Code of Conduct in Annexure V. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time. In order to remain competitive in the continuously changing business and economic environment our Company undertakes a number of effectiveness improvement programs and movements such as CIM, Re-engineering, ISO/QS 9000, TS 16949, Cost reduction etc. For increasing individual effectiveness, the Company believes in Continuous Training and Development and provides opportunities for all employees. You will actively participate and contribute in all these movements, programs, Training and Development processes and enhance your and organization's competence.

9. Your selection and appointment is based on :
   a. The Information / content stated in your application form. If the information stated in your form is not correct or untrue or incomplete, the company reserves the right to withdraw the offer of employment before you join the service or terminate your service at any time without notice or compensation after you have taken up service
   b. Your agreement to the terms and conditions of the service which are attached herewith

10. As per our Company Policy, age of retirement is 60 years.

    Kindly confirm the acceptance of the offer along with the date of joining in writing on or before the above mentioned date to Ms. Rithin Thimmaiah at rithin.thimmaiah.s@continental-corporation.com

    The offer stands automatically withdrawn thereafter, unless the offer validity date is extended in writing by us.

11. You are requested to join at the below mentioned address, with the documents listed in Annexure- VI

    Continental Automotive Components (India) Private Limited,
    9th Floor, Gold Hill Supreme Software Park,
    Plot No. 21, 22,27 & 28 , Shanthipura Road,
    Electronics City, Phase II,
    Hosur Road, Bangalore-560 100

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12. On your day of joining, you are requested to report to **Mr. P Jayaram** from HR department at 9am. Please carry the original documents along with an additional copy as specified in the joining checklist

13. You are requested to return duplicate copy of this letter as a token of your acceptance during the time of joining along with your signed copy of Annexure I, Annexure III, Annexure IV and Annexure V.

14. We are sure that our working environment will be conducive in helping you grow professionally as well as personally. We welcome you to the organization and look forward to a long and mutually beneficial association.

Sincerely,

Alexander Klotz
Head - Technical Center, India

Meenakshi Virani
Head HR – Technical Center, India

Encl:

- Annexure I – Compensation details
- Annexure II – Details of allowances
- Annexure III – Terms and Condition of Employment in relation to Inventions made by the Employee.
- Annexure IV- Terms and conditions of Employment
- Annexure V - Code of Conduct
- Annexure VI -Joining check list

I accept the above terms and conditions.

My Joining date will be:

Signature: _____

(Abhinav G A)

Continental Automotive Components (India) Private Limited
9th Floor,Gold Hill Supreme Software Park, Plot No.21,22,27&28
Shanthipura Road Electronics City Phase II, Hosur Road, Bangalore 560 100

Phone +91 80 6679 1300 Fax +91 80 66795115
Corporate Identity No.U72900KA2007PTC043146
GSTIN:29AAKC9578C1ZP
www.continental-corporation.com

Regd Office:Plot No.53B, Bommasandra Industrial Area Hosur Road, Attibele Hobli, Anekal Taluk, Bangalore - 560099, India

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Confidential

Annexure-I

Compensation Details

NAME	Abhinav G A	
DESIGNATION	Graduate Engineer Trainee	Date:
GRADE	GET	
LOCATION	Bangalore	

SR.	SALARY HEAD	COMPENSATION
1	BASIC	14,584
2	HRA	7,292
3	CONVEYANCE ALLOWANCE	800
4	SPECIAL ALLOWANCE	13,790
5	MEDICAL BENEFIT ALLOWANCE	1,250
	TOTAL MONTHLY GROSS	**37,716**
	TOTAL ANNUAL (A)	**452,592**
6	RETIRALS	
	PROVIDENT FUND (12% of Basic)	21,001
	GRATUITY (4.81% of Basic)	8,418
	TOTAL ANNUAL (B)	**29,419**
	ANNUAL FIXED PAY (A+B)	**482,011**
7	Variable Compensation - Normal or 100% achievement (C)	18,000
	COST TO COMPANY	**500,011**
8	Variable Compensation - Maximum Additional on Achievement of 200%	18,000
9	Maximum Earning Potential	518,011

For Continental Automotive Components (India) Pvt Ltd.,

Alexander Klotz
Head - Technical Center, India

Meenakshi Virani
Head HR – Technical Center, India

- You can opt for ROKA Meal Card, Mobile and/or Broadband allowance from your special allowance. As reimbursements for reducing tax liability. The same needs to be declared by you upon your Joining.
- You can also choose to subscribe to the National Pension System (NPS)
- All present and future taxes related to your employment will be borne by you
- Your above-mentioned compensation plan/structure is subject to changes, made
- by the company in its overall compensation scheme, from time to time.
- Variable Compensation (Normal & Maximum) are payable under the respective schemes for the relevant financial year.

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Regd Office:Plot No.53B, Bommasandra Industrial Area Hosur Road, Attibele Hobli, Anekal Taluk, Bangalore - 560099, India

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DSU15EC 0007

FACE

November 7, 2019

Mr. AKASH SANK

akashs11219@gmail.com

Dear AKASH SANK

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.AKASH SANK**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vij Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

017

5567366#

2019 DSUISEC0008



Strictly Private and Confidential

04-Mar-2019

ANITA R SHIRUR
D/o Rudrappa R.Shirur, H.no 3D ,Devinagar,vidyanagar,Hubli
8971108785

Dear ANITA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 3e4a793b-da74-4366-afc3-5f5f311e326c_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

CS

Cognizant

DSU15EC0009

04-Dec-2018

Dear Antony Chiramel,
B.Tech/B.E., Electronics & Communication Engg
Dayanada Sagar College of Engineering

Candidate ID – 12400498

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.,

S. Bethavandu

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Antony C

Date: 6/12/2018

Cognizant

Annexure A

Name: Antony Chiramel **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

* **Flexible Benefit Plan**: Your Compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

Cognizant

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

Login to https:\\onecognizant.cognizant.com->Total Rewards App for more details

DSU15EC0011

FACE

November 7, 2019

Mr. Arunakumar k

arunniceguy7@gmail.com

Dear Arunakumar k

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr. Arunakumar k**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15EC0012

FACE

November 7, 2019

Ms. Asha Rani Halshet

rhasha004@gmail.com

Dear Asha Rani Halshet

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Asha Rani Halshet**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSUEC0013

CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore – 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
December 24, 2019

Ms.Chaitanya V
E-2, US Block,
Near Ram Mandir,
Jog Falls, Shimoga

Dear Chaitanya,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 325,008/-**.

You are requested to report at our **Bangalore** office on **December 26, 2019.** Your appointment will be effective on your joining date. If you do not confirm your acceptance, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. The above mentioned date of joining will be confirmed only on receipt of your acceptance to the above email-Id on or before **December 25, 2019**
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above mentioned email-Id for any queries regarding your employment offer

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- This appointment will be based on your agreement to serve the company for a period of two years effective your date of joining. On joining, you will have to sign the Employment Agreement with the company
- This offer is conditional upon your having a valid passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Being part of consulting organization, it is your responsibility to monitor the validity of your passport and renew it in advance. CGI will help you with relevant certificates required for the renewal. Should you be denied a passport, or if you are otherwise unable to produce a copy of your passport, CGI shall be entitled to terminate your employment. It is a condition of your employment that you have a valid passport at all times
- During your employment with CGI, you may get opportunities to work on multiple platforms/skills at the sole discretion of CGI. CGI encourages and appreciates flexibility to work on different technologies
- You will be eligible for a performance review or a salary revision as per company policy

Contd...2...

- Your initial posting will be in **Bangalore**. However, your services are transferable anywhere in India as also anywhere abroad within the CGI group of companies. In case your services are transferred to any of our group companies, you are required to abide by the rules and regulations pertaining to that company. You will carry out your duties as per the instructions of your superiors from time to time

- Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential and should not be shared with anyone

- **Code of conduct:** You will abide by the applicable rules and regulations in force from time to time and will also be required to sign and abide by the **Code of ethics** and conduct as elucidated by the company as part of your performance appraisal process. Any breach of the guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation

  a) You will not carry on any business or enter for any part of your time in any capacity in the services of other person or persons and company or companies. You will devote your whole time and attention to your duties to promote the interests of CGI and you will not utilize or divulge to any person or persons any of our trade secrets or confidential information

  b) In the course of your employment with CGI, you shall not, without the previous written consent of CGI and which consent CGI may in its absolute discretion and without assigning any reason therefore withhold and/or refuse to accord directly and/or indirectly solicit and/or engage in the collection and donations for any trust or other organizations and/or institutions for charitable work and/or any other purposes and person/s and/or bodies corporate/institutions with whom you come into contact and/or have dealings with in the course of employment with CGI

  c) During your employment with CGI and perpetually thereafter, you will not transmit, disclose or otherwise use confidential information related to CGI, to any unauthorized person, except as may be required in the course of discharging your duties in connection with CGI's business. Confidential information includes, but is not restricted to CGI's client names, the nature of our projects and all other technical and client related information. This information is not to be divulged to ANYBODY, including family, friends, and especially others in the same or similar competing businesses. Information pertaining to CGI operations and intellectual property is confidential and you will sign a Confidentiality and Non-Disclosure Agreement. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof

  d) For the purpose of representing and improving the company's brand image and being able to interact with senior level decision makers in the industry in a satisfactory manner, you are required to follow the following norms:

     i. Maintain complete confidentiality and high level of integrity in all your actions performed on behalf of the company
     ii. Practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation and documents, meeting commitments and in overall conduct
     iii. Besides, you shall help in maintaining congenial, disciplined, participative and supportive work environment to encourage team spirit and high performance standards

  e) All software developed by you and/or by the team of which you are a part, shall belong exclusively to the company. The company has the exclusive right over the intellectual property. You shall sign all relevant documents in this regard, as required, to assign and/or secure rights in favor of the company

  f) You will be responsible for the safekeeping and return in good condition all the company property, which will be in your use, custody or charge

- **Non-solicitation**: During your period of employment with CGI and for a period of twelve (12) months commencing from the last day of your employment with CGI, you will not directly or indirectly: (i) solicit any employee of CGI to terminate his/her employment with CGI, or to accept any other employment; and/or (ii) solicit or do business with any clients or customers or potential clients or customers of CGI with whom you have had dealings during the last twelve (12) months of your employment with CGI

Contd...3...

- **Communication:** Please approach your immediate supervisor for any queries pertaining to project or organization related concerns, suggestions which you may have from time to time. In addition, the HR team is always available to discuss any of your needs or suggestions

- **Shift:** You shall have no objection to work on shift / staggered duty in case business warrants that. Please note that it is management's prerogative to decide which member will work on shift and management's decision in this regard will be final. Your project will also decide the shift allowance that will be payable and will be based on project requirement. This will be governed by the existing Shift Allowance Policy

- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy

- **Unauthorized absence from work**: Your unauthorized absence from work for a continuous period of more than three days without leave or obtaining your manager's approval will be treated as absconding from duty, triggering disciplinary action. In the event, that you do not report for work within eight days from the date of unauthorized absence it will be treated as "voluntary abandonment of service" and it shall be deemed you are no longer interested in the employment and your employment will be terminated. In such an event you shall be liable to refund the salary in lieu of shortfall in notice period and other dues payable to the company, as specified

- **Termination of employment:** Your services may be terminated at any time giving **two month's** or **two month's salary in lieu of notice period,** in writing by either side. Whilst the company reserves the right to release you upon your resignation prior to conclusion of your notice period with or without paying notice pay for the balance notice period, decision to allow notice pay in lieu of notice is at the sole discretion of the management. If you decide to leave without completing due notice and handing over formalities as per the requirement of CGI; you will not be eligible to get any certificates which indicate employment with CGI immediately or in future. No references will be entertained from any authority/institution seeking details of your case. In case of your departure without completing the hand-over procedure as per the then prevailing policy of the company, you shall be considered to be in the continued employment of the company without pay and shall continue to be bound to the terms of this letter and the terms of the agreements signed by you. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect

- You may be assigned to certain engagements that require Knowledge Transfer from client/other BU's/members within the engagement. During assignment or after obtaining such Knowledge Transfer, you are required to serve the stipulated rotation period. This is in addition to the notice period requirement mentioned above

- **Non-Competition:** During the term of your employment with CGI, you shall not directly or indirectly compete with CGI in any manner whatsoever

- **Restriction of Employment with Client/Customer:** For a period of twelve (12) months following the end of your employment with CGI, you agree not to, directly or indirectly, as employee, consultant or otherwise, work for or provide services to clients or customers to whom you provided services on CGI's behalf during the last twelve (12) months of your employment with CGI

- You will keep us informed of any change in your residential address/contact details

- If you leave the organization without completing one (1) year of service on the date of resignation, you will fully reimburse the company, the joining bonus, transition bonus, notice pay and relocation expenses, if any

- It is your responsibility to notify the Company of any changes in your personal information within three working days. It shall also be your responsibility to notify the Company of any legal action or suit, whether in the nature of civil or criminal initiated against you. Failure to notify will result in breach of the appointment terms. All notices shall be considered duly and properly delivered to the address on file with the Company

- You will retire from the services of the Company on attaining the age of superannuation. The retirement age in CGI is sixty (60) years

- The benefits as outlined herein and in CGI policies are subject to change at the Company's discretion. You will be entitled to leaves in accordance with the Company's policy as applicable from time to time

- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company including but not limited to documents, machines, data, files, books etc. (including but not limited to leased properties)

- The benefits as outlined herein and in CGI policies are subject to change at the Company's discretion. You will be entitled to leaves in accordance with the Company's policy as applicable from time to time

- We provide support to global customers from various locations in India & abroad to suit customers' differing time needs including 24x7 bases. You may be asked to operate from any of the CGI locations and in any of the shifts, including night shift, at the sole discretion of management, as may be required by the Company keeping in mind business needs and deliverable requirements to customers. Your work schedule will be provided to you by your Manager / Supervisor upon your joining. Your weekly off days may not be on weekends

- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you

- **Condition of Hire:** Your appointment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer)

- Employment credential proofs submitted by you will be subject to background verification as per CGI standards. Successful clearance of background verification is a mandatory requirement for employment confirmation. Unsuccessful clearance of background verification will lead to termination of employment without notice. CGI reserves the right to audit the submitted educational & previous work experience(s) documents at any point of your tenure in CGI, as part of which you are obligated to furnish any/all of such relevant documents on demand. Failure to furnish the same and / or the submitted education & work experience proving to be false or unverifiable as per CGI standards, may lead to termination of employment without notice. The basis of the offer is authentic and verifiable education and work experience as per CGI standards. You are accountable for providing documents that enable appropriate authorities in the relevant educational institution(s) and previous employer Organization(s) to validate your claims. CGI is not liable for the inability of the aforementioned authorities to validate your credentials basis your submissions

- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed any material information; the Company may terminate your services without notice or compensation

- Your designation may be changed at the discretion of the Company depending on the work assigned to you

- Your **Total Experience** will be part of our professional records.

Total Experience	=	Relevant Experience	+	Weighted/ Non-relevant Experience
0.0 Yrs.	=	0.0 Yrs.	+	0.0 Yrs.
Relevant Experience	=	Total number of months the candidate has worked on the skill/role for which the candidate is being hired in CGI		
Weighted Experience	=	A weighted percentage is given to your non-relevant experience, either to your role or skill, for which you are being hired in CGI		

Any and all of the terms and conditions of service may be modified or changed at the Company's discretion. Breach of any one of the conditions will render you liable to termination of your employment without notice.

This letter supersedes all oral or written communication exchanged between you and CGI; prior to the date of this letter and commitments, if any, made during the selection process. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in on all the pages & in the space specified below and return the signed copy to CGI on your boarding day.

CGI

- **Base Compensation Components:**

Designation : Associate Software Engineer		
Effective : December 26, 2019		
Pay Components	**Monthly (INR)**	**Annual (INR)**
Basic (Inclusive of D.A.)	21,500	258,000
House Rent Allowance	0	0
Flexible Compensation Plan	1,970	23,640
Base Compensation	**23,470**	**281,640**
Provident Fund *Company Contribution*	2,580	30,960
Gratuity Fund Contribution	1,034	12,408
Gross Compensation	**27,084**	**325,008**

In addition to the above you are eligible for:

- Group Medical Insurance, Group Personal Accident Insurance and Group Term Insurance
- CGI will contribute towards **Share Purchase Plan (SPP)** upto 3.0% of Base Compensation ; matching your contribution. It puts into practice company's philosophy of intrapreneurship through ownership. All regular full-time members are invited to participate upon their hiring. Only those members who enroll for this benefit are eligible for receiving the company contribution & will need to contribute an equal amount on a monthly basis towards the purchase of CGI shares
- Target **Profit Participation Plan (PPP)** at 2.0% of Base Compensation on pro rata basis. It is designed to encourage high-performance work culture. Actual PPP payouts are based on performance of CGI, performance of Business Units and performance of Individuals. All regular members employed as of June 30th of the reference fiscal year (Oct-Sept) are eligible. The Corporate guidelines of PPP may be amended from time to time

  Eligible members will be paid statutory bonus as per the provisions of the Payment of Bonus Act, 1965. Where members are eligible for both statutory bonus as well as the PPP, the company shall deduct from the PPP allocated to a member the amount of statutory bonus payable under the Act for such corresponding period and the difference will be paid as the actual PPP

Note:
Flexible Compensaton Plan[-1]: Option includes components like Meal Vouchers, Conveyance, NPS, LTA, Medical Reimbursements etc.

The tax liability arising out of the above payments now or in the future, due to changes in income tax provision shall be borne by you.

I look forward to your acceptance of this offer and to welcoming you to our team. I am confident that in this new role, you will make a valuable contribution to CGI and our continued success.

Yours sincerely
For CGI Information Systems and Management Consultants Pvt. Ltd.,

Sudhir Subbaraman
Senior Vice President

I have read the terms and conditions of employment and also the contents of the employment agreement and in token of my acceptance I duly acknowledge the receipt of the letter of employment.

Please sign below to confirm that you agree with the terms and conditions stated in this letter.

Signature & Date

CGI

Annexure-A

We request you to bring all the originals, on your date of reporting to CGI for verification.

*Please note that the below documents are mandatory for **CGI's personnel records** and will be subjected to **background verification**. Non submission of these documents will impact your profile and records needed to manage your career effectively within CGI and may also have serious impact on project and client requirements, hence your cooperation in this is crucial.*

#	Documents
1	Acceptance copy of CGI's appointment letter signed by you on all pages
2	Valid Work Permit issued by Government of India, if applicable
3	Passport (all pages – wherever the entries are made)
4	Income-Tax Permanent Account Number Card (PAN Card)
5	Passport size photograph – 05 nos.
6	10th class mark sheet & certificate
7	12th class mark sheet & certificate
8	Bachelor degree mark sheets (all semesters)
9	Bachelor degree certificate / convocation certificate
10	Master degree mark sheets (all semester)
11	Master degree certificate / convocation certificate
12	Diploma mark sheets (all semesters)
13	Diploma certificate
14	Any other certificates
15	Appointment letter, pay slip, relieving letter & experience certificate of all previous Co.
16	Present company's appointment letter
17	Present company's relieving letter & resignation acceptance letter from HR
18	Present company's experience certificate
19	Present company's salary slip with employee number (last two months)
20	Aadhaar / Voters ID / Driving License / Rental agreement /Bank passbook (address page only)
21	Blood group and RH type report

DSU/ISEC 0014

FACE

November 7, 2019

Mr. D G Rohan

rohan13giri@gmail.com

Dear D G Rohan

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.D G Rohan**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15EC0016.



Strictly Private and Confidential

01-Apr-2019

Dechamma C Appaiah
Kadnoor VillageK.Boikeri PostVirajpet,S.kodagu
9611418949

Dear Dechamma,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 6dcbaa0f-e5de-48d8-8739-9e77335ee07d_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

DECHAMMA C APPAIAH
[*Insert full legal name*]

 Candidate's Signature

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0017

2019

pinclick

11th March, 2019

Sub: Offer of employment by Pin Click

Dear Dheeraj Ratnakar,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A.**

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Dheeraj Ratnakar Revankar**	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.

* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable

Divya M. Kannur
DSU15EC0018

BOSCH

* Personal and Confidential *

Ms.Divya Kannur,
#15&16, 2Nd Cross,
5Th Main, Sri Krishna Nagar,
J P Nagar 8Th Phase,
Bengaluru- 560076

Robert Bosch Engineering
and Business Solutions
Private Limited,
123 Industrial Layout,
Hosur Road, Koramangala,
Bangalore - 560 095, India.
Tel: +91 080 6657 5757
Fax: +91 080 6657 1404
CIN: U72400KA1997PTC023164
www.bosch-india-software.com

Our reference: **RBEI/HRL/2019/1313** Date: 04.04.2019

Dear Divya Kannur,

This has reference to your application and the subsequent interview/s you had with us. We are pleased to appoint you as **'Associate Software Engineer'** at RBEI at **'Level 50'** as detailed below.

1. Training Period

You will be on training for a period of 2 months from the date of you joining the organization. The company may periodically evaluate your performance during the training period. If you fail to qualify as per the minimum prescribed performance standards, the company reserves the right to decide on the continuance of your employment.

2. Compensation

- Your annual CTC (Cost to Company) will be **Rs.5,00,000/-** (Rupees Five Lakhs only) per annum. Your CTC will comprise of Basic Salary, Buffet of Benefits (BoB), Variable Pay (CPrP) and Retirals benefits. The salary will be governed by the prevailing employment policies of the company as in force from time to time.
- The Variable Pay (CPrP - Company Performance related Pay) planned for the year 2019 (payable in April-2020)- at factor EAV 1.0 of company performance is 10% of the Annual Earned Salary (Basic Salary + Buffet of Benefits) for associates at your level. However, the actual amount will depend upon the company goal achievements. This amount is paid as per section 31-A of the Bonus Act in lieu of profit sharing bonus.
- Please refer to **Annexure I** to know more details about your compensation package.

Your remuneration is strictly confidential between you and the Company. You are obliged to maintain absolute secrecy of the terms and conditions; failure to do so will invite disciplinary action and may even result in termination of your services.

3. Retiral Benefits

3.1 Company's contribution towards Provident Fund at 12% of the basic salary per month
3.2 You will be eligible for Gratuity as per the Gratuity Act 1972 and the rules made there under.
3.3 You will also be eligible to subscribe under National Pension System (Optional) as per the policy.

BOSCH

4. Extended Benefits

During your employment tenure with us, you will be covered under company provided insurance:

4.1 Hospitalization Insurance - for self and family (for spouse and children up to the age 23 years).

4.2 Personal Accident Insurance - for self only

4.3 Life Insurance - for self only

The aforementioned perquisites are subject to alteration and amendment.

5. Salary Revision and Benefits

Salary shall be reviewed on an annual basis and you shall be notified of the amount of your salary entitlement for the succeeding year,depending on performance during the year.

6. Eligibility

This offer of employment is valid subject to you scoring a minimum of 70% aggregate with no current backlogs in Degree and 70% score consistently from SSLC onwards.

7. Retirement

You will retire from the services of the company on attaining the age of superannuation. The retirement age in Bosch is 60 years.

8. Leave Benefits

You will be entitled to 18 days of Earned Leave, 12 days of General Leave, subject to the terms and condition as per the prevailing leave policy.

9. Integrity

Each employee at Bosch is committed to ensure integrity in all aspects of their functioning. You are expected to comply with the policies as listed in the code of Business Conduct of the company as they form an integral part of the terms of your employment with Bosch. You are required to read and agree to the Rules & Regulations of Service and Conduct as listed in the **Annexure III.**

10. Conditions of Hire

10.1 The assignment offered to you is on a whole time basis. You will not carry on or be concerned with any business of your own or on behalf of anyone else directly or indirectly, nor shall you take up other business or be associated with any other business with or without remuneration during the course of employment with the company. Further, if you have any trade or business interest and have any existing connection or future connection with the Company as suppliers, dealers, agents or contractors thereof, you are obligated to disclose such connection to the Company at the time of joining, if there is a present connection and inform the management of the Company on becoming aware of any proposed transactions through such relations in the future.

10.2 If the Company sends you on training including research and development activities, to another country or a place in India with a view to benefit the Company in pursuance of its business objectives, which will be at an additional cost to the Company, you agree not to accept employment in a company in competition with RBEI and/ or undertake a business that is in competition with RBEI. In the event you leave the Company within **One Year** after such training period, the Company will be entitled to recover the costs from you, incurred by the Company towards such training; you may be required to sign a bond to that effect.

10.3 You have to submit a copy of your current Degree certificate / Provisional certificate and all semester marks sheets / Consolidated mark sheet on your said date of joining.

11. Transferability

Initially you will be posted at our Bangalore/Coimbatore location, however you may be transferred to provide your services to any of our existing/ future establishments, sister concerns of Bosch or at our client location situated within India or abroad depending upon the company's requirements on the same terms and conditions of this letter and any additional terms that may be applicable to you as per Company policies. In case you are deputed abroad, you will be required to fulfil the conditions regarding financial security and minimum service subsequent to such deputation as per the Company's Policy.

12. Information

In accordance with the provisions of the Companies Act 1956, you are required to disclose your relations or business connections, if any, with the Directors of this Company. You are required to furnish these details in your job application form and return to us. You are also required to disclose information regarding any posts held by you including any honorary position.

13. Termination

The notice period for termination of employment on either side will be Three months. When payment in lieu of notice is offered by the management or the employee, the notice pay shall mean only the basic salary and does not include cash equivalent of any allowances, etc.

Payment in lieu of notice shall be subject to acceptance of the same by the Company considering unfinished tasks, projects on hand, work in progress, etc. You shall not be deemed to have been relieved of your services except upon issue of a letter to that effect.

14. Medical Fitness

This offer is provisional, subject to you being declared medically fit by our Medical Officer. On the day of joining you are required to furnish an eye fitness certificate as mentioned in the **Annexure II** appended to this letter.

15. Personal Information

This employment offer is made based on the information given by you in the RBEI application form submitted to us. In case company finds at any time, the information given by you is not correct, untrue or incomplete, the company shall have the right to dismiss you from your employment at any time without notice or salary in lieu of notice period.

16. Background Check and References

Your appointment is contingent upon satisfactory report on the background check conducted by our company's approved agency relating to your education and address.

BOSCH

17. Acceptance and Commencement

Your appointment will be confirmed upon receiving your acceptance to this offer letter. Your functional area, location and date of joining will be informed later.

To confirm your acceptance, you are requested to communicate the acceptance of this offer within 7 days from the date of receiving this letter, to your placement officer.

We welcome you to the organization and look forward for a long and mutually beneficial association.

Please note, you are not eligible for company sponsored accommodation, therefore, you are advised to identify your suitable accommodation facility in advance of your joining.

Please sign and return the copy of this letter as a token of your acceptance of above terms and conditions at the time of your joining.

Robert Bosch Engineering and Business Solutions Private Limited

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

I agree and accept the above terms and conditions and confirm that I will join duty on _____

_____ _____ _____

Name Signature Date

BOSCH

Annexure I

Personal and Confidential

04.04.2019

Compensation and Benefits Plan

Name:	Ms.Divya Kannur
Qualification:	B.Tech/BE
Designation:	Associate Software Engineer
Level:	50

Components	**Per Month**	**Per Annum**
	Rs.	**Rs.**
Cash Components		
Basic Salary	12500	150000
Buffet of Benefits (HRA, Conveyance, Medical, LTA, SAF Contribution, etc)	23469	281625
Total	**35969**	**431625**
Retirals / Statutory Contribution		
Company Contribution towards PF (12% of Basic Salary)	1500	18000
Gratuity (4.81% of Basic Salary)**	601	7215
Total	**2101**	**25215**
Variable Pay		
Company Performance related Pay - CPrP at factor EAV 1.0 company achievement		**43163**
Total Cost to Company	**38070**	**500000**
National Pension System (NPS) Optional - Employer Contribution		**12495**

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

* The aforementioned perquisites are subject to alteration and amendment.

** Eligibility for Gratuity is as per Payment of Gratuity Act 1972

DSU15EC0019

FACE

November 7, 2019

Mr. G.R.DARSHANKUMAR

darshanganjamad777@gmail.com

Dear G.R.DARSHANKUMAR

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.G.R.DARSHANKUMAR**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU/SEC/0021

FOR Company FOR Employee
10 Dec, 2018
Harishankar S #42/6, 17th Cross, Roopena Agrahara, Bengaluru
Dear Harishankar,
We are pleased to inform you that you have been selected for training with Hewlett Packard Enterprise GlobalSoft Pvt. Ltd. ("HPE" or the "Company") from 17 Jan, 2019 to 14 Jun, 2019 for a period of 5 months under the guidance and supervision of Moinuddin Sheriff A.Y.K. Your location would be Bangalore, Karnataka.
1. During the tenure of the project, you will be paid a stipend of Rs.15,500 per month. The payment of stipend shall depend on your unconditional presence at any location that may be stipulated herein above. 2. It is clearly understood that you are not in any manner providing any service to HPE and that the payment of stipend shall not in any manner be construed or deemed to be consideration for services rendered by you. 3. You will not be entitled to any statutory benefits of otherwise to which a regular employee of the company is entitled. 4. You will be entitled for 12 days leave per annum, weekly holidays and such other holidays declared by the Company. 5. During your training with the company you shall be bound by the company's rules and regulation applicable from time to time and any violation to this will result in immediate termination of your training. 6. During your training with the company you may come across certain confidential information related to the business of the company, any such information you shall not use or disclose to others or any third party in any circumstances. 7. You shall not publish your research / project report and about the company in any form in mass media and the same is to be treated strictly for academic purpose only. 8. You shall maintain utmost confidentiality on any information that you acquire during the project and sign the enclosed confidentiality agreement on or before the start of training period. 9. You shall not, during the period of your project study at HPE, copy, duplicate, decompile or translate any intellectual property of HPE without appropriate authorization. You shall not take out any intellectual property belonging to HPE, outside the work place or HPE's premises, without appropriate authorization from the supervisor. 10. You shall be obligated to compensate HPE appropriately, in the event you cause any loss or damage to any property that is owned or leased by HPE, during the training period. 11. It is expressly understood and agreed by and between us that the company shall in no way be liable /responsible for any injuries/ impairment in health arising during your training period. 12. This offer of appointment is conditional upon successful background checks (which may include
Name: _____
Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager
Date: _____
FOR Company FOR Employee
criminal checks, verification of previous employment, education verification, **credit check** and appropriate identification verification) being conducted either by HPE or an appropriate third party, and the results of such background checks being favorable in HPE's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by HPE.
We look forward to having you join us and wish you a fruitful training with us.
Agreement Regarding Confidential Information and Proprietary Developments India
Harishankar S
1. **Consideration and Relationship to Employment.** As a condition of my employment with Hewlett Packard Enterprise or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration. 2. **Confidential Information.** This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations,

staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information: (a) to use such information only in the performance of Company duties; (b) to hold such information in confidence and trust; and (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company.
I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

Name: _____

Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager

Date: _____

FOR Company FOR Employee

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information.
Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments: (a) to disclose them promptly to Company; (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company; (c) to assign any right of recovery for past damages to Company; and (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense.
I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.
This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.
4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.
5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

Name: _____

Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager

Date: _____

FOR Company FOR Employee

6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company.

I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants: (a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company; (b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and (c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

As used here, **"Competing Line of Business"** includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). **"Company Employee"** means an individual employed by or retained as a consultant to Company or its related corporations. **"Company Supplier"** means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

Name: _____

Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager

Date: _____

FOR Company FOR Employee

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements.

For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to

apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief; Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

Name: _____

Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager

Date: _____

FOR Company FOR Employee

11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee**. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

Name: _____

Shalini Dutta Signature: _____ APJ Technology & Services Talent Acquisition Manager

Date: _____

HARSHIT . G. BAGEWADI
DSU15EC0022



Strictly Private and Confidential

04-Apr-2019

HARSHIT G BAGEWADI
Harshit Bagewadi, c/o: Veeresh Bagewadi, #390 ward no.2, deshpande street, a/p: Kaladagi, tq/dist: Bagalkot, Karnataka
9731662201

Dear HARSHIT,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 02c0d961-a369-442a-ba04-fbfe4ca900d8_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

HARSHIT. G. BAGEWADI
[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

  TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. *One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.*
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

HARSHITHA.S
DSU15EC0023



Strictly Private and Confidential

18-Mar-2019

Harshitha Sambashiva
#196, 12th C Cross,Vyalikaval, Malleshwaram,Bangalore-560003
9731079668

Dear Harshitha,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 20852891-e08b-460e-a003-2ce853955072_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Harshitha

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

 Candidate's Signature Harshitha S.

1DSU15EC002S

FACE

November 7, 2019

Mr. Jayasri.N

jayasrinagendra@gmail.com

Dear Jayasri.N

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with he Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Jayasri.N**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15EC0026

FACE

November 7, 2019

Mr. Joel Dsouza

joeldsouza695@gmail.com

Dear Joel Dsouza

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Joel Dsouza**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15EC0027



Strictly Private and Confidential

01-Apr-2019

VARSHA KALLURI
16-1-C, SUBASH ROAD, MADANAPALLE, CHITTOOR DIASTRICT, ANDHRA PRADESH.
9440845839

Dear VARSHA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: d1b093d0-b569-4275-afaf-f47e573f8e41_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature _____

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

Karthik.K
DSU15EC00028

KEYENCE

KEYENCE INDIA PVT. LTD.
SKCL TRITON SQUARE, 1ST FLOOR, UNIT NO: C5 TO C7, THIRU-VI-KA INDUSTRIAL ESTATE, GUINDY, CHENNAI – 600 032, TAMIL NADU, INDIA.
Phone: +91(44) 4963 0900, Fax: +91(44)-4963-0901 CIN: U33130TN2011FTC081813 E-mail: info@keyence.co.in Website: www.keyence.co.in

OFFER LETTER

To

Mr. Karthik.K

Dear Candidate,

Thank you for meeting us to pursue an employment opportunity with our organization.

Based on your Bio-data and the interview you had in connection with your employment in our Company, we are pleased to make you an offer of appointment as **Sales Application Engineer / Sales Specialist** in the Sales Department on the remuneration as offered and agreed by. The Management reserves the right to bifurcate or merge the allowances in future. Please refer below proposed annual salary structure.

Salary and Other Allowance Annual	INR 4,00,000/- (Fixed)
Incentive and Annual Bonus	INR 55,000/- (Based on performance)
Total Annual Salary	**INR 4,55,000/- (Including variable)**

Note: *If candidate relocated to other location, then eligible to get relocation bonus, accommodation benefits, home trip allowance, spoken language support fee, home appliances movement support fee approximately INR 1,15,000/-*

While this offer of appointment is being made for Sales Application Engineer the management reserves the right to utilize your services in any of our group companies, located elsewhere in India or abroad, either in existence or which may come into existence. Your initial place of posting will be at **Chennai, Bangalore / Pune / Gurgaon**. However, we will intimate your date joining, reporting address and training schedule in One Month before from the date of joining by e-mail. The proposed joining date is 08th July 2019.

This appointment offer is subject to:

1. Successful completion of your Graduation
2. The information provided by you in your Bio-data and interviews being correct and valid.
3. Subject to submission of below documents

KEYENCE

KEYENCE INDIA PVT. LTD.
SKCL TRITON SQUARE, 1ST FLOOR, UNIT NO: C3 TO C7, THIRU-VI-KA INDUSTRIAL ESTATE, GUINDY, CHENNAI – 600 032, TAMIL NADU, INDIA.
Phone: +91(44) 4963 0900, Fax: +91(44)-4963-0901 CIN: U33130TN2011FTC081813 E-mail: info@keyence.co.in Website: www.keyence.co.in

4. This offer letter accepted and not joined as per our above requested date, the candidate must undertake to pay penalty of one month salary to Keyence India Private Limited.

5. This offer is valid from the date of your joining which should not be later than our requested date of joining. Your formal appointment letter will be issued at the time of your joining.
   In the meantime, we request your confirmation of acceptance of this offer by retuning us a signed copy of this letter (or) you can send singed scanned copy of confirmation letter to Mr.Dinesh(dinesh.p@keyence.co.in) by e-mail, within one week from your date of interview. If there is no acceptance received within in one week this offer letter is invalid

Please bring the following documents at the time of your joining:

1. Original and Photocopies of all your certificates
2. Copy of Residential address proof
3. Copy of PAN Card
4. Copy of Aadhaar Card
5. Copy of Driving Licence (if available)

We look forward to your joining our organisation at the earliest.

Yours faithfully

For KEYENCE INDIA PRIVATE LIMITED

谷口英彦

KEYENCE INDIA PVT LTD

Director

ACCEPTANCE DECLARATION:

I have read and understood the above terms and conditions of my offer letter and accept the same and agree to abide by them.

Signature of the Employee:

Name : KARTHIK.K

Date : 25-10-2018

9th — 10.30 to 11.30 am
at DSU

DSU15EC0030

Infosys
Navigate your next

HRD/3T/19-20/12696111

Ms. Kavyashree. B

Candidate ID: 12696111
#91,5th main, 14th cross,
Gk layout, C.K.Nagar,
Hosaroad,
Bangalore -560100
8618841044

July 09, 2019

Dear Kavyashree. B

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

Infosys
Navigate your next

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Kavyashree. B**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN ubject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms.Kavyashree. B**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	At an indicative Payout of 5%	At an indicative Payout of 10%	At an indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

PSU15CC0031

FACE

November 7, 2019

Ms. Kotta susmitha

susmitha.vg@gmail.com

Dear Kotta susmitha

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with he Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms. Kotta susmitha**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
'ours sincerely
For Focus 4 – D Career Education Pvt Ltd

P S Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSUISEC0032

NTT DATA Services

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

20 Nov 2018
Manish Bhatt
Dayanada Sagar College of Engineering

Dear Manish Bhatt,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 300,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Mrinmala Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 20 Nov 18 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____ Date: _____
(Manish Bhatt)

CONFIDENTIAL

NTT DATA

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
    a. Xth Certificate and mark sheet
    b. XIIth Certificate and mark sheet
    c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to be removed from the service without any notice.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

A B B Srinivasulu

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

DSU15EC0035

BE YOURSELF,
MAKE A DIFFERENCE.

accenture



Strictly Private and Confidential

18-Mar-2019

Megha R Varshini
Door number-64, Brundavana Nilaya, Amrutha Residency, Harapanahalli, Bannerghatta Main Road, Jigani.
8073258678

Dear Megha,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 91396a2f-1ee5-42cf-af7f-4735fcdca9e1_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining t any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

MEGHA. R. VARSHINI
[Insert full legal name]

 Candidate's Signature

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0036



Strictly Private and Confidential

13-Mar-2019

Mohamed Irfan Sadiq
1st floor, 815 16th A cross Jayanagar 3rd Block Bangalore

8892780200

Dear Mohamed Irfan Sadiq,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSU15EC0037

平成30年12月8日

Mohammed Shahab 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU/15EE0038

IBM

September 25, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Mrityunjay Nutan

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Technical Support Associate, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



September 25, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Mrityunjay Nutan

We are pleased to offer you the position of Technical Support Associate, in band 3 at IBM India Pvt Ltd(IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e September 26, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3,Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer – Relieving letter or Service Certificate or Resignation acceptance email with last Working day (LWD) confirmation
- Passport and Pan card– If you do not have Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for University hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry on one of the following as mentioned above to complete on boarding process.
- Disability certificate – If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document – If you have ever changed your name at any point of time, and for any reason whatsoever.
- Valid Indian Work Permit, if applicable.
- Education documents (For University hires only) :– Degree certificate and all year mark sheets for the highest degree attained.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in BANGALORE . However, your services are transferable, and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history.
- Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time and shall be an integral condition of your continued employment with IBM.

- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your service without notice or compensation.
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee

at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.

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ANNEXURE A

DATE	September 25, 2019		
NAME	Mrityunjay Nutan	BAND	3
DESIGNATION	Technical Support Associate	LOCATION	BANGALORE
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		67314	
Annual Reference Salary		247314	

3. Retirals	
a) Provident Fund (PF)	21600
b) Gratuity @ 4.8%	8640
Annual Reference Salary + Retirals	277554
4. Performance Linked Variable Pay	0 to 43800
5. Annual Potential Compensation	**Annual Reference Salary + Retirals + Performance Linked Variable Pay**

*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal



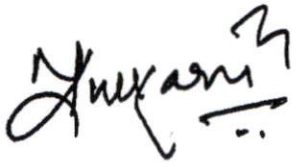
premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.

- Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By – IBM Authorized Signatory
Talent Acquisition Leader ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY – TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

**For detailed information please refer to Company policies, which are subject to change from time to time.*

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Other Benefits- Additional Information*

Group Term Life Insurance Plan:
This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:
This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)
By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable)
**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer
This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse, or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit
Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) in case of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) In case of any injury resulting in Death or permanent total disability.

c) In case of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits, and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

** IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.*



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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written "None," "Non/Applicable," or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM's internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term "subsidiaries," as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

NAMRATHA.K
DSU15EC0039
ECE, 8th SEM



Strictly Private and Confidential

23-Apr-2019

Namratha kupagadde
#15,Mathrushree nilaya,Lakshmi ganapathi nagar,Sreenivaspura,Kogilu,Yelahanka,Bangalore-560064
9945981968

Dear Namratha,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 166e66f6-6e0c-467b-b9e6-59e1841c6fb7_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

NAMRATHA KUPAGADDE
[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0040



Strictly Private and Confidential

09-Apr-2019

Pavithra Shivani Ravikumar
#43 , D/O: Ravikumar S E, narasipura, chickmagalur, hirenallur, karnataka - 577550
8548035217

Dear Pavithra,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 6efa7b35-7a72-41bf-bb3d-6768cf2678b8_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
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- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
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- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
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Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
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Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

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You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

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    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

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1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
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The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

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ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSUISEC00042

平成30年12月8日

Prasanna Bhagwat 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15&C0043

FACE

November 7, 2019

Mr. Prashanth N

prashanthprashu155@gmail.com

Dear Prashanth N

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career nhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **s.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Prashanth N**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

hank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSV15EC0045

平成30年12月8日

Rida Fatima 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15EC0047



Strictly Private and Confidential

20-Mar-2019

Sachethana Jagadeesha
#265, j.k.p 9th cross, wilson garden, adugodi post ,bangalore-560030
9731449422

Dear Sachethana,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 22f7b55f-a4b6-4df5-a5cd-bc2886a83913_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

 Candidate's Signature Sachithana

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0049

Subject: Fwd: Interview Result at BYJU's
To: <ssgopal@dsu.edu.in>

Respected Sir,
This is Sandeep Baral bearing USN- DSU15EC0049. I have been selected as business development associate at BYJU'S.
Please find the offer letter below for your reference.

---------- Forwarded message ---------
From: **Mithil Rastogi** <mithil.rastogi@byjus.com>
Date: Sat, 15 Jun, 2019, 4:27 PM
Subject: Interview Result at BYJU's
To: <sandeepbaral2010@gmail.com>

Dear Sandeep Baral,

Congratulations!! We are thrilled to inform that you have been selected for the position of **Business Development Associate** at **BYJU'S – The Learning App**.

BYJU'S is world's most valuable ed-tech company and the creator of India's most personalised K12 learning app which offers highly adaptive, engaging and effective learning programs for students in classes 4-12 (K-12) and competitive exams like JEE, NEET, CAT, IAS, GRE and GMAT. Launched in 2015, BYJU'S has become the most loved and preferred learning app for students across age groups.

Started by teacher and visionary, Byju Raveendran and his top set of students, BYJU'S aim is to make quality learning accessible, effective, and personalised for everyone. The BYJU'S way of learning provides students a learning platform where they can learn, engage and be excited about charting their own path to discover the world. The learning app brings together the best teachers, technology, content, media for creating a seamless, world-class learning experience for each and every type of learner. Today, BYJU'S has over 33 million registered students and 2.2 million annual paid subscriptions. With an average time of 64 minutes being spent by a student on the app every day from 1700+ cities, the BYJU'S app is making learning enjoyable and effective.

Delivering world class learning experiences, BYJU'S is making learning contextual and visual, and not just theoretical. The app has been designed to adapt itself to the unique learning style of every student, as per the pace, size and style of learning. The learning app is paving the way for new-age, geography-agnostic learning tools that sit at the cross section of mobile, interactive content and personalised learning methodologies.

Till date BYJU'S has raised over USD 700 million from a strong and diverse investor set like - Chan-Zuckerberg Initiative, Naspers, CPPIB, General Atlantic, Tencent, Sequoia Capital, Sofina, Verlinvest, IFC, Aarin Capital, TimesInternet and Lightspeed ventures.

At BYJU'S, we are driven by the motto to encourage students to learn on their own and keep their child-like curiosity alive. So get ready to be a part of the growing family at BYJU'S and be a ***BYJUite*** officially. We hope your journey with us takes you to greater heights creating the best of memories and milestones along the way.

Please visit https://youtu.be/2XeGI5RHypQ for a better insight into the job.

Please make a note of below details to smoothen your onboarding with us:

Date of Joining: 06/24/2019

Role Location: Rourkela

Fixed CTC: 700000

Variable CTC: 300000

Further details:

Few information regarding your training and reimbursement policies are given below:

Training will be for a period of 4 Weeks which will be initiated at our head office at BANGALORE.

1.All your original academic documents are required for verification. You can find the list of documents to upload and submit within the offer letter itself.
2.**Reporting Time and location**: 9am at *6th floor, Tower D, IBC Knowledge Park, Bannerghata Road, Near Dairy Circle, Bangalore.*
3.We will share your company accommodation details for the duration of your training at Bangalore (after completing your joining formalities on your reporting day).
4.Company will provide accommodation while you are working or training outside of your work/role location.
5.Your training performance will be evaluated during your first 8 weeks with us as that will be an incubation period for your new role.
6.Business formals or business casual attire is mandatory.
7.You would need to arrange your travel to join us at Bangalore. Your travel fare will be reimbursed as per the slabs below:

Zone	Maximum reimbursible amount
South (Karnataka, Tamil Nadu, Kerala, AP, Telangana, Pondicherry, Goa)	1500
Central (Maharashtra, Gujarat, MP, Chattisgarh, Orrisa)	4000
Rest of India (excludes states mentioned above)	5000

Regards,
Team

BYJU's

P.S.: In case you have not completed your profile form, please follow below steps.

As an initial step of on-boarding formalities, you are required to fill the registration form using the link below.Please follow the below steps to complete registration and to view the offer letter.

Step1: Register using the following link: **https://tinyurl.com/BYJUS-BDA**

Step2: Complete your details in **'Application Page'**

Step3: Complete the '**My Candidate Profile**' page with education details with documents and previous employment information.

Step4: After filling please 'SAVE' the page and Click 'I am Done'.

Please use the following link for the step by step process: https://d24cdstip7q8pz.cloudfront.net/t/t20161118180030/content/common/documents/Registration%20Process.docx

NOTE:

- ***Kindly complete above mentioned registration process within 24 hours from the time you receive this mail***
- ***Please Ignore the mail, if you have already done with above mentioned process.***
- ***Please note without completing the above registration and receiving the offer letter, you are not supposed to report on the date of joining.***

DSU5EC0051

BE YOURSELF,
MAKE A DIFFERENCE.

accenture



Strictly Private and Confidential

19-Mar-2019

SHARANBASAVA MAHANTESH SAJJAN
H NO 22 Basaveshwar nagar gokul road hubli
8880407302

Dear SHARANBASAVA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 0536c62f-8566-4a0a-9224-f98fcddaa869_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU/SEC/0052

Speridian Technologies

World-Class Solutions to Power Global Businesses
A CMMI level 5 company

Date: 14th Oct 2019

Dear Shazia M,

Following your job application and further discussions, we are pleased to appoint you as **Trainee Associate** in Speridian Technologies Private Limited (the "**Company**"), subject to your acceptance of the terms and conditions contained herein.

Terms and Conditions of the Contract

1. Requirements

a) You will have to bring 6 copies of your latest passport size colour photographs, the originals and one set of copies of all certificates from SSLC to the latest qualification, experience/relieving certificates, last 3 month payslips from the previous organization, copy of PAN card, Passport, Aadhar and Form 16 on the joining date.

b) The employment contract will be valid only after both parties confirm their acceptance by signing the contract.

c) This contract is issued based on the particulars furnished by you in your CV and also at the time of interview/discussions with us. Speridian has a well-defined background verification process to establish the genuineness of the information and documents furnished by you in the Employment Application Form and CV. In case any information furnished by you is found to be incorrect during the verification process, or at any time during your employment with us, this contract, or your employment shall be annulled automatically.

d) Your appointment is subject to your executing the Service Commitment Agreement.

2. Posting

Your place of work will be at the Speridian facility situated at **Cochin** office. Your services are, however, liable to be transferred to any of our other offices or offices of our existing or future affiliates, clients or associates, in India or abroad, at the sole discretion of the Company.

3. Reporting Date

You are requested to report at the Speridian facility situated on **21st Oct 2019** at **10.00 AM**.

4. Probation

a) You will be on probation for a period of six months from the actual date of your joining, which period may be extended by the Company depending on your performance. You will continue to be on probation unless and until you are expressly confirmed in the regular service of the Company. On

successful completion of your probation, as may be judged by the Company, you may be confirmed, if your services are found satisfactory.

b) Prior to your confirmation, if the Company in its opinion is not satisfied with your work and/or conduct, your probation shall be liable to termination without any notice or assigning any reason whatsoever.

c) You are liable to submit the all pass certificate of your degree immediately after your joining so as to confirm your employment, failure of the same will lead to termination of the employment automatically.

5. Compensation

Your total annual CTC will be **Rs.300,000** and the details are provided in Annexure A.

6. Working Week & Leave

a) The normal working days per week and working hours per day of the Company are from Monday to Friday and from 9.00 A.M to 6.00 P.M., with a break time of 1hour, respectively. The normal working days and normal hours of work can be changed by the Company to suit the exigencies of work programs and emergencies.

b) Holidays would be as per the list declared by the Company from time to time.

c) As an employee of the Company you will be entitled to **12 days** leave per calendar year (January till December) during probation period. You will be eligible for all other leaves as per the company's leave policy upon your confirmation.

7. Promotion

Promotions will be based on your performance, contribution and as per the rules and regulations of the Company.

8. Travel

You may be required to travel within India and overseas for the purpose of work and/or training whenever required by the Company and you will be required to remain outside India for such period as may be determined by the Company. For this purpose, you shall be required to enter into such agreements as may be required by the Company from time to time to protect the interests of the Company. All expenses including, flight tickets, hotel accommodation etc. that may be incurred in connection with such travel will be borne by the Company. You must have a valid passport while joining the Company and a copy of the passport must be deposited with the Company. Company will take responsibility for arranging travel visas and other formalities.

9. Term of Employment & Commitment

a) At will you are expected to honour the Service Commitment Agreement dated **21st Oct 2019** to be with the Company for not less than 24 months from the date of joining unless otherwise.

I. Insolvency of **Company**; or

II. **Company** ceasing to function as a concern.; or

III. **Company** being declared bankrupt in liquidation, whether compulsory or voluntarily

In the event of leaving the service of the Company before completing the committed period referred to herein above or brings about a situation by misconduct compelling the Company to terminate the services. It is hereby agreed and declared that the loss that will be suffered by the Company on this account need to be paid back as per agreement.

10. Notice Period & Termination of Employment.

a) Either party may terminate the agreement by giving two months' notice to the other party without assigning any reason whatsoever on completion of the Service Commitment Agreement period.

b) Notwithstanding anything contained above, the Company reserves the right to terminate your employment with the Company:

i. by giving one month's notice or notice pay in lieu thereof, if you become unfit for work or are unable to discharge your duties or are negligent or irregular or inefficient in the discharge of your duties;

ii. with immediate effect, if you commit a breach of any of the covenants and obligations to be observed and performed by you under these presents or in relation to the service under these presents or rules and regulations of the Company notified from time to time;

iii. with immediate effect, if you are guilty of misconduct as judged by the Company or fail to carry out all orders and instructions issued to you.

11. Regulations

a) Your employment will be governed by, and you are bound to abide by, the decisions, directives, rules and regulations of the Company which may be notified from time to time. You are expected to devote your entire working time, energy, and attention exclusively to the work of the Company, and should not take up any other direct or indirect business or work, honorary or otherwise, while in employment with the Company, unless so permitted in writing by the Company.

b) You are expected to work diligently, faithfully and to the best of your ability in serving the Company and to use the best of your endeavor to promote the interests of the Company and perform all duties that may be entrusted to you from time to time.

c) You shall be responsible for the safe keeping of all Company property that is being used by you or left in your custody or charge and shall upon the request of the Company or termination of your service, whichever is earlier, deliver to the Company all the properties of the Company, in your custody or possession.

d) All intellectual properties rights in, India and abroad, for the full term of such rights, in any "work" (as defined under the Copyright Act, 1957 and as amended from time to time) or in any other matter including but not limited to, documents, computer software and databases or papers, of any type

including all improvements) conceived / created / made fully or in part (whether or not during regular office / business hours) by you during your period of employment with the Company, shall stand automatically vested in and be the sole and exclusive property of the Company and shall be disclosed in writing promptly to the Company. You shall also at the cost of the Company execute and register, all documents required, statutorily or otherwise by the Company, to further confirm the above ownership rights in favour of the Company.

e) You shall execute the Security and Confidentiality Regulations of the Company with respect to protection of confidential information of the Company.

f) You understand that if you are deputed on any work/assignment/project at locations specified by customers, you will gain extensive knowledge and information of customers' business and their specific requirements and skills by closely working with the customers, which would be of great value to the Company, and which knowledge, information and skills the Company would want to utilise on completion of such deputation. Customers in this context shall mean clients, business partners, business associates, subsidiaries, affiliates or any other legal entity or business unit with whom the Company has business relationship. Moreover, you also understand that the Company would be expending considerable cost for such deputation. Therefore, you agree that after completion of such deputation for duration of more than 45 days, you continue in employment with the Company for a period of at least 12 months from the end of such deputation.

g) You shall at any times be liable for the disciplinary actions including warning, suspension, discharge and dismissal for unsatisfactory performance, causing damage/ financial loss to the Company, committing breach of any service conditions or misconduct such as irregular attendance, unauthorized absence, misbehavior, theft, misappropriation/ fraud, dishonesty, immorality, conviction, falsification of documents/ records or information given in your bio-data/ application for securing job in the Company or any undesirable acts which in the opinion of the Company is prejudicial and detrimental to the interest of the Company. Pending disciplinary action, you can be suspended from service.

h) During your employment with Company and for a period 12 months immediately following termination of your employment, for any reason whatsoever, you shall not:

   i) directly or indirectly, either on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer or shareholder, own, operate, assist, take up employment in, participate in or be associated with, in India or elsewhere, any concern/entity that is engaged in developing, designing, producing, marketing, or selling, software products or services in competition with the Company, to the Law and Legal industry and such other industry the Company will serve in future;

   ii) directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the Company or solicit, entice, take away or attempt to contact, solicit, entice or take such third parties away from Company or in any way damage their business relationship with the Company;

   or

iii) directly or indirectly, either on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member or office bearer, directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.

i) This Employment Contract is to be read in conjunction with the rules and regulations laid down by the Company from time to time. In the event any conflict arises between Appointment Offer and the rules and regulations laid down by the Company from time to time, such rules and regulations shall prevail.

j) The service conditions mentioned in this Appointment Offer are not subject to any amendments unless communicated by the authorized officer nominated by the Company for this purpose.

k) If any of the clauses or sub clauses of this Appointment Offer become invalid or be so judged, the remaining clauses or sub clauses shall be deemed severable and shall remain in full force and effect.

l) The Company reserves the right to initiate legal proceedings for any breach by you of any of terms of your employment.

m) This Appointment Offer shall be governed and construed in accordance with the laws of India.

n) In the event of any dispute between the parties hereto regarding or arising out of this Appointment Offer, the Courts in Trivandrum, Kerala, shall have the sole jurisdiction, to the exclusion of all other courts that may otherwise have had jurisdiction.

If you agree to these terms and conditions, kindly return the counterpart of this Appointment Offer enclosed herewith duly signed on all the pages within seven days of your receiving it.

For any additional information or clarification on any of the above terms and conditions, please do not hesitate to contact us.

Yours Sincerely,

For Speridian Technologies Pvt. Ltd.

Vivek S Nair
Senior Manager – Human Resources

I have read and understood the terms and conditions of the above Employment Contract and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name: Date:

Office Locations

Trivandrum	Kochi	Bangalore
Technopark Campus G2, Thejaswini Trivandrum 695 581 Telephone: +91 471 270 0525	Phase IV, Carnival Infopark Infopark SEZ, Cochin -682042 Telephone: +91 484 657 8882	Speridian Technologies | Etamin Block A Wing, Portion of 5th Floor, Prestige Tech Park II, Kadubeesanahalli Village, Varthur Hobli, Outer Ring Road, Marthahalli. Bangalore East Taluk, Bangalore- 560 103 O: +91 806 703 8100
Mumbai		
107, Hubtown solaris, N.S.phadke marg, Andheri (East). Mumbai-400069. Mob:+919819885088 | Office: +91 22 2682 3383		

Speridian Technologies
World-Class Solutions to Power Global Businesses
A CMMI level 5 company

Annexure - A

Compensation & Benefits

Name: Shazia M	**Designation: Trainee Associate**
Band: 5A	**Date of Joining: 21st Oct 2019**

Salary Composition	**Annual**	**Monthly**
Basic	78,000	6,500
House Rent Allowance	31,200	2,600
Conveyance	19,200	1,600
Stat Bonus	45,000	3,750
Special Allowance*	1,14,750	9,562
Employer PF*	9,360	780
Insurance*	2,250	188
S & E	240	20
Total Cost Component	**3,00,000**	**25,000**

- Flexi Benefits Plan – Please design your Flexi Benefit Plan by logging in the flexi benefits portal towards your tax savings with Zeta Meal Pass Card which would be adjusted against your Special Allowance Component. LTA is capped at 1 month of your SPL allowance after adjusting your flexi comp
- Mediclaim Insurance – You are covered under the group Mediclaim Policy for self @ 50%. You can cover your dependents also under the scheme on payment of additional premium
- Apart from your compensation and benefits you will also eligible for Gratuity on completion of five years with the company, as per the payment of Gratuity Act, 1972
- Statutory deductions (Employer & the employee cost) KSE, LWF, ESIC, PF, and Taxes such as PT, IT as applicable
- Eligible for additional city compensatory allowance of Rs.30,000 per annum and Rs.50,000 per annum for associates working out of Bangalore and Mumbai location respectively.

Yours Sincerely,
For Speridian Technologies Pvt. Ltd.,

Vivek S Nair

Senior Manager - Human Resources

Annexure - B

Documents to be submitted on the Date of Joining

1. **Educational and Technical Certifications**
   a) Original and Copy of X Mark sheet.
   b) Original and Copy of XII Mark sheet.
   c) Original and Copy of Degree Certificate(s) – Graduate and Post Graduate.
   d) Original and Copy of Mark Sheets of all years – All Graduate / Post Graduate.
   e) Original and Copy of any other Certifications/Course(s) attended.
2. **Address Proof (SSLC Front page/ Driving License/ Voters ID Card / Aadhaar)**
3. **Original and Copy of Passport with Visa stamping**
4. **PAN Card**
5. **Aadhar Card**
6. **Six Passport size photos and soft copy of the same.**

Note: Soft copies of all the documents mentioned above are to be submitted on or before the date of joining to hr@speridian.com.

Shejal Tiwari
DSU15EC0053
8th Sem ECE



Strictly Private and Confidential

28-Mar-2019

Shejal Tiwari
Ashok vihar 17/7, aditya nagar, malkhed road, gulbarga
9663457691

Dear Shejal,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: e79ef2c5-6050-42ea-9442-a9331fb09b7d_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0054



Strictly Private and Confidential

01-Apr-2019

SHREEDHAR ARAVIND RANEBENNUR
C/o: PALAKSHA B HANCHINAMANI, NANDISHWARA NAGARA, BANKAPUR ROAD, MUNDGOD, UTTARA KANNADA, KARNATAKA. 581349
7899248386

Dear SHREEDHAR,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: ec500cf8-a428-4d78-922c-b7cf0254c572_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0055



Strictly Private and Confidential

18-Mar-2019

SHRUTI SUNDARAM
A-601, Divya Jyothi Royal Heights Apartments, Manipal County Road,Singasandra
9108790827

Dear SHRUTI,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: 7b811d74-df29-4b83-a0a8-0a06f3b4a557_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus**- of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

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    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
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3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

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Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

DSU15EC0056



Strictly Private and Confidential

13-Mar-2019

Siri Siddalingappa Naganoor
#89, 4TH CROSS, 7TH BLOCK, KORAMANGALA, BANGALORE-560095

9632711629

Dear Siri Siddalingappa Naganoor,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSU15EC0057

Infosys
Navigate your next

HRD/3T/19-20/12696126

Ms. Sneha M
Candidate ID: 12696126
#414, 2Nd Main, 2Nd A-Cross,
3Rd Stage, 3Rd-Block, Basaveshwaranagar,
Bengaluru - 560079
Karnataka
India
Ph: (91) 80504 03925

July 09, 2019

Dear Sneha,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Digitally signed by RICHARD LOBO
Date: 2019.07.09 02:36:32 +05:30
Reason: Offer Letter
Location: Bangalore

Company Confidential - This communication is confidential between you and Infosys Limited.

HRD/3T/19-20/12696126

July 09, 2019

Ms. Sneha M
Candidate ID: 12696126
#414, 2Nd Main, 2Nd A-Cross,
3Rd Stage, 3Rd-Block, Basaveshwaranagar,
Bengaluru - 560079
Karnataka
India
Ph: (91) 80504 03925

Dear Sneha,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **February 10, 2020.**

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and Successful completion of the training.

Probation and confirmation

You will be on probation for a period of twelve months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.
An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement:

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance- linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2019 - 20** will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India".

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation / post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program **2018 -2019.** These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: 11th JULY, 2019

Sneha M

SNEHA M BENGALURU-79

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited.

Infosys®
Navigate your next

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms. Sneha M**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms. Sneha M**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	At an indicative Payout of 5%	At an indicative Payout of 10%	At an indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

DSU15EC00621 Twinkle Mitra.

Ausbildung Eduvirtuoso Pvt Ltd
#915, Essae Pride, 2nd floor, 6th Block Koramangala
Bangalore, Karnataka 560095 www.eduvirtuoso.com
CIN: U80900KA2018PTC115188 PAN: AARCA1716H
GSTIN: 29AARCA1716H1ZI TAN: BLRA28945A

27-02-2019

LETTER OF INTENT TO TRAIN AND HIRE

Strictly Personal & Confidential

Dear,

We are pleased to induct you into training for **"Business Development Executive"** with Eduvirtuoso, Bangalore. We are sure that you will find this association with us rewarding and challenging. This training will be unpaid and not counted as your days of employment.

You will be given an offer letter post successful completion of training.

You will be required to undergo a paid Internship for 6 months from your Date of Joining.

Please note the terms of your internship

1) During your Internship you will be paid a monthly stipend of Rs. 15,000/-(10000 fixed and 5000 Variable)
2) Upon the successful completion of your Internship your CTC will be changed to 6 Lakhs per Annum (Fixed 5 Lakhs + Variable 1 Lakh).
3) You will also be eligible for all monthly bonuses and incentives as per policies based on your performance.
4) Based on your performance during the Internship you will be promoted directly to an Assistant Manager (Inside Sales)
5) You will be required join by the 27th of February 2019 and you will be provided a break for your examinations.

You will be required to submit the following documents as per company requirement.

1) SSC, HSC, Degree and Masters Copies.
2) Pan Card
3) Aadhar Card Copy(background verification purpose)
4) 2 passport size photos
5) Bank details
6) Experience / Relieving letter from previous organisation (If experienced)

You are expected to devote your full business time, attention and energies to the performance of your duties with the Company. Your place of training will be #915, Essae Pride, 2nd floor, 6th Block Koramangala, Bangalore, Karnataka 560095 and working hours shall be from 09.30 A.M to 6.30 P.M, 6 days a week.

You also hereby consent and agree to any amendments to these Terms and Conditions of Employment, as deemed necessary by Eduvirtuoso. You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you.

eduvirtuoso .com

Ausbildung Eduvirtuoso Pvt Ltd
#915, Essae Pride, 2nd floor, 6th Block Koramangala
Bangalore, Karnataka 560095 www.eduvirtuoso.com
CIN: U80900KA2018PTC115188 PAN: AARCA1716H
GSTIN: 29AARCA1716H1ZI TAN: BLRA28945A

Termination: Company may at any time terminate your employment by giving you one-day notice in writing during the training period of eight days. Post successful completion of training and certification, the same will be revised as per the company policy.

Recovery: In case you leave our employment without giving notice, you will pay or we shall have the right to deduct as liquidated damages an amount equivalent to one month's basic salary.

Upon your joining, we may, directly or through a third party, carry out a detailed background verification to validate the information and credentials submitted by you. Eduvirtuoso reserves the right to terminate without notice, the employment contract, at any point during the course of employment, if the background verification report is found incongruent with the information & credentials provided by you. Additionally, in such an eventuality, Eduvirtuoso shall require you to refund the salary paid including employee benefits availed, if any, till such date.

The company reserves the right to take legal action against the employee who is using office sources for the personal use.

You are held liable for all the cost and consequences or any damages from your direct or indirect negligence and any type of misconduct and mismanagement. And the company can approach the court of law to recover the damages from the same, and can file criminal case against you. Company reserves its right to recover the said loss from you or from your salary.

Representation by signing below, you represent that your performance of services to the Company will not violate any duty which you may have to any other person or entity (such as a present or former employer), including obligations concerning providing services

If you find the Terms and conditions stated above, acceptable to you, please return the duplicate copy of this letter signed by you as on your acceptance of the above terms and conditions within three days. You are required to submit all the necessary documents, mentioned below at the time of joining the duty. Please report to work at our office on or before **27th Feb** at **10.30 AM.** Your training period will be from 27th Feb 2019.

From
Eduvirtuoso
HR Team

Accepted by

Twinkle ---------- Twinkle Mitra. ----------

SIGNATURE NAME

DSU15EC0064

FACE

November 7, 2019

Mr. VIGNESH S

vigneshgalavan1997@gmail.com

Dear VIGNESH S

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	Mr.VIGNESH S	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15EC0066



Strictly Private and Confidential

13-Mar-2019

Yash Mahendra
#199/1,Behind RMC Kalyan Mantap, Mullur Road, Carmelaram Post, Sarjapur Road, Bangalore-560035

9513236379

Dear Yash Mahendra,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

DSU15EC0064

pinclick

11th March, 2019

Sub: Offer of employment by Pin Click

Dear Yashavantha.H.R

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A.**

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**YASHAVANTHA H.R**	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.

* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable



DSU15EC0068
Yogendra S.K

Strictly Private and Confidential

09-May-2019

YOGENDRA SK
#59 2ND CROSS BHCS LAYOUTVIRATNAGAR BOMMANAHALLI BANGALORE-560068
8867591477

Dear YOGENDRA,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate
Career Level - Career level - 12
Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mohan Sekhar

Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus**- of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

EN6/16 EC/002

FACE

November 7, 2019

Mr. Ashoka M

ashokamaddireddy@gmail.com

Dear Ashoka M

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

on confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Ashoka M**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

ank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16EC003

FACE

November 7, 2019

Ms. Ayisha Begum S

ayish50@gmail.com

Dear Ayisha Begum S,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career hancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.Ayisha Begum S**	**Position & Department**	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P.S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16EC1011

FACE

November 7, 2019

Ms. Nagma

nagmanar786@gmail.com

Dear Nagma,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

on confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms. Nagma**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSUISME0002

平成30年12月8日

Afshien Ahmed 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0003

Dear Amasidda O M

Subject : Appointment in the position of **Operations Executive**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in Climber Knowledge and Careers Pvt. Ltd. subject to the following terms and conditions. You will be based out of **Bangalore**.

AGREEMENT CUM APPOINTMENT LETTER

THIS AGREEMENT is made on the 2nd March 2019 between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 1956 (hereinafter called the "company") of the one part and Rohith Ravi Shankar (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Rohith Ravi Shankar as its Operations Executive and the Employee has agreed to on the terms and conditions outlined here below.

NOW THIS AGREEMENT WITNESSES as follows:

1. Your monthly salary package will be as per the terms mentioned in this letter. Based on the periodic reviews your compensation package may differ as per the compensation policy applicable to other employees of your category in respective department.
2. The Employee shall perform such duties and exercise such powers, that may from time to time be assigned to or vested in him by the company.
3. The Employee shall, unless prevented by ill health or any unavoidable cause, during the continuance of the term of his office devote his whole time, attention and abilities to the business of the company.
4. The Employee shall obey the orders from time to time of the Board of Directors of the company and in all respect conform to and comply with the directions given and regulation made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavours to promote interests of the company.

5. The Employee shall agree to enter a service bond of 10 months. The said Employee shall not resign his office operations till the end of this contract bond period.

6. The company may terminate this agreement at any time before the expiry of the stipulated term by giving one month's notice in writing to him. The company can terminate your contract any time if you-

   · Commit any material or persistent breach of any of the provisions contained.

   · Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

1. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:00 PM, Monday through Saturday. In view of your position in the Company, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Company may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. DATE OF JOINING :

As per our discussion you will report to the Company on **the joining date which will be communicated by the company shortly as an Operations Executive - Trainee**

3. PROBATION and TRAINING PERIOD:

You shall be on Training Period for 6 months/ until graduation (whichever comes first). You shall be on probation for your Training period from the date of joining the Company. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance. The company reserves the right to terminate the tenure of the job up on performance or behavioural grounds.
During the probationary period for matters related to discipline or performance, the Company reserves the right to take action in accordance to the policy of the company. The salary during the months of probation will solely be dependent on performance with no fixed salary being provided.

4. LEAVE:

You will be entitled to a total leave of **12 sick leaves** in a year where not more than one day of leave can be redeemed per month and **12 paid leaves** in a year which can be redeemed based on your performance and time period with the company. All **National Holidays** will be holidays for all employees.
The Company reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

5. NOTICE PERIOD and TERMINATION:

a). During the Probation Period the Company reserves the right to terminate your employment and *may* give you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.
Incase the termination is initiated by you, a notice period of 3 Months is applicable failing which The Company reserves the right to recover from you, upto 10 month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract

b) After confirmation of your service at the Company, the contract of employment is terminable by the Company. If the termination is initiated by you, The Company reserves the right to recover from you, upto 10 month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract which is established for a period of 10 months, subject to the release date being approved by the Company.

c) If termination is initiated by you, it shall be treated as breach of contract and the Company may, at its discretion, relieve you from a date it may deem fit. The Company will agree to the release date in lieu of notice period . During the notice period, however, you shall cooperate with the Company in ensuring smooth and proper hand-over of your responsibilities, failing which the Company shall be authorised to withhold/forfeit your dues and recover from you a penalty upto the equivalent of 10 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

d) The Company may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies.
(v) any activity leading to loss of business

e) The Company also expects that you voluntarily disclose details of any of the above acts to the Company at the time of joining or during your employment with the Company, as applicable, based on which the Company may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

6. BASKET OF ALLOWANCES(BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, Medical Allowance, Transport Allowance and Telephonic Allowance.

You have the flexibility of changing the amounts under each of the above mentioned heads, within your BOA, according to your preferences and income tax plan.

7. NON DISCLOSURE AGREEMENT

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to "source code", "graphical assets", "source repositories", "technical documentation", "development binaries", "company internet accounts", etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

8. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 9 (nine) months from the termination/ expiry of this contract, as the case may be ("Non-Compete Period"), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. The Employee acknowledges and deems the terms and conditions of this contract, including the remuneration given hereunder, to be adequate consideration for giving the undertakings contained in this Clause.

8. EARNINGS

You shall be joining as an **Operations Executive Trainee** for the duration of *6 months* or *Till Graduation* whatever comes first where your salary would be performance based. Upon hitting your targets you shall be receiving a stipend of **Rs 15,000.**

After the Training Period, based on your performance the company has the right to uphold or withdraw your employment offer. Upon confirmation of employment you'd be promoted to the position of Operations Executive thereafter.

You will be remunerated **22,000 INR** as your base salary after your training period.

Refer below for the split up.

The targets shall change every month and will be communicated in the beginning of the month by your Team Leader and it's under his/her sole discretion every month

Name	DOJ	Designation
Rohith Ravi Shankar	will be communicated by the company shortly	Operations Executive

Components	Per month (INR)	Annual (INR)
Base Salary	16,000	1,92,000
House Rent Allowance (HRA)	5,000	60,000
Other allowance including flexible components	1,000	12,000
Performance based bonus	upto 8,000	upto 96,000
Fixed compensation	22,000	2,64,000
Cost to Company (CTC)		3,00,000 to 3,60,000

We hope you have a great learning experience with us and grow in the process of this role.
Thank you.

Climber Knowledge and Careers Pvt Ltd

Mohammed Zeeshan
Chief Executive Officer
Climber Knowledge and Careers Pvt Ltd

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____ Date: _____

Name: _____

DSU15ME0007

verzeo

learn here lead anywhere

12/12/2018

Dear Ashwin Babu,

We are pleased to offer you a **6 month's** internship with Verzeo Edutech Pvt. Ltd. "At-will basis" which can be extended. Please find the following confirmation of your internship:

Start Date: 01/01/2019.

You will be brought on board as an **"Business Development Intern".** Your scope of responsibilities will include those for which you are engaged, as well as any other duties given to you by your reporting manager from time to time. In accepting this internship offer you will be required to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms. You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.

You will be eligible for a stipend of INR 10,000 per month with statutory deductions. Stipend will be applicable as per company policies & performance. As an intern you will not receive any of the employee benefits that regular employees receive. **During internship period, the company will have all the rights, to terminate your service without offering any reason and vice versa.**

By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential and refrain from using it for your own purpose or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.

By accepting this offer letter, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement. **Official communication either within the company or outside the company should be through the company Email of your manager only.**

To indicate your acceptance, please sign and return this internship offers to company. If you do not return the required documents within the **next 5 days**, we will assume that you do not intend to accept this employment offer and it will be automatically withdrawn without further action on the part of **VERZEO EDUTECH.**

Acceptance

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before 17/12/2018.

SIGNATURE: _____ DATE: _____

With Regards,

HR/Director,

Verzeo Edutech Pvt. Ltd.

DSU ISME 0008

Letter of Intent-Final Placement

Date: February 18, 2019

Dear Atheeq Ul Rehaman,

We are pleased to make an offer to you with IndiaMART InterMESH Ltd. as follows:

Position - Executive – Client Acquisition

CTC - 2,52,600/- LPA

Location –Pan India

An offer letter will be issued to you post successful completion of your documentation.

In order to facilitate the above, you are required to submit the documents listed in the Annexure.

Kindly sign and return a copy of this letter as a token of your acceptance.

YoursSincerely

Prerna Hajela Senior Manager -
Human Resources

Documents required for issuing the offer letter

We request you to send the below listed documents at Priyanka.bhardwaj@indiamart.com as they are mandatory for our records and are necessary for the completion of joining formalities so that we can issue the offer letter to you.

1. PAN Card *(Please apply if you do not possess one and share acknowledgement with us)*
2. Aadhar Card *(Please apply if you do not possess one and share acknowledgement with us)* 3. Valid Driving License and 2-Wheeler RC *4.* 10thMarksheet *5.* 12th Marksheet 6. All semester wise marksheet for Graduation *(in case of any backlog, please share all marksheets)* 7. All semester wise marksheet for Post-Graduation 8. No Objection Certificate from College/Institute or Provisional Degree

Should you have any queries, please feel free to contact Ms. Priyanka Bhardwaj@7290043726

I accept the terms conditions of this offer

(Candidate's Signature)

Name and Date

DSUISME0010

SIKA
AEROSPACE & DEFENCE

REF.No.SIL/9.2/IN

05.09.2019

Mr. Charanraj N,
#1-94, at post office Ainoli,
Chincholi Tq,
Dist – KALABURGI
Pin 585307

Dear Sir,

Reg: Appointment as Engineer Trainee.

With reference to your application dated 30.08.2019 and the subsequent interview you had with us on 05.09.2019. We are pleased to appoint you as **Engineer Trainee.**

This letter is being issued in duplicate so as to return the copy duly signed by you as a token of acceptance and return the same to us by 07.09.2019. The above offer is subject to your joining us on or before **09.09.2019** and the appointment order expires automatically thereafter. The formal appointment order will be issued to you on your joining duty.

You shall produce at the time of joining all certificate and testimonials in original, relieving and salary certificate from your pervious employer.

Thanking you,

For SIKA INTERPLANT SYSTEMS LTD.

Indrani. B

Indrani. B
Manager HR & Admin
Corporate

CONFIRMATION & ACCEPTANCE

I have read and understood the terms of appointment order. I accept the same. I will be reporting for duty on 09/09/2019

Charanraj N

Signature of the employee

Place : Bangalore.
Date : 09/09/2019

Scanned by CamScanner

DSUISNE004

平成30年12月8日

Chetan Ambakki 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0012

FACE

November 7, 2019

Mr. Chetan N Patroti

namochetan88@gmail.com

Dear Chetan N Patroti,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Chetan N Patroti**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P.S. Vijay Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSUISME004

平成30年12月8日

Hemanth G. 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0012

平成30年12月8日

Harsha Raju Badadal 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

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Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

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3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0018

平成31年1月10日

Hithaish P 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

DSU15ME0019

平成30年12月8日

Janamruth U 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0020

平成30年12月8日

Jayanth T M 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

~~DSUISME0045~~

DSUISME0022

平成30年12月8日

Karthik P S 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU/SME0023

FACE

November 7, 2019

Mr. Avinash K

khamitkar.avinash@gmail.com

Dear Avinash K,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career hancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr. Avinash K**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
ırs sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU18ME024

---------- Forwarded message ---------
From: **Rajashree Iyer** <rajashree.i@alpconsulting.in>
Date: Thu, Jan 24, 2019 at 10:57 PM
Subject: Conditional Offer Letter: Kiran Kumar
To: kiran kumar <kirankumar2104@gmail.com>
Cc: Gopal S S <ssgopal@dsu.edu.in>

Dear Kiran Kumar,

Thank you for applying to our parent company Outsourcing Incorporation, Tokyo, Japan. We are happy to share that you have been selected to participate in Japanese language study program.

If you satisfy following conditions then we can hire you:

1. Japanese language proficiency test passed with certificate in N3 level , and
2. Pass the final interview after the N3 certification

If above conditions are met then we can make you an offer as a permanent employee or contractor.

Department: Technology
Area: Japan
Pay: please refer to employment agreement in the final offer after final interview.

For any Enquiries regarding this letter then please contact global hiring team.

Thanks & Regards
Ms. Rajashree Iyer
Business Head
Mob : +91 9900210107
Url: www.alpconsulting.in

Alp Consulting Ltd.,
No-11/2 ,KHR House, Palace Road,
Vasanthnagar, Bangalore – 560 052, India.
Office Landline Number: 080 - 61726172 Tel Ext : 6252
Email: rajashree.i@alpconsulting.in

From: kiran kumar [mailto:kirankumar2104@gmail.com]
Sent: 24 January 2019 14:50
To: Rajashree Iyer
Subject: Payment of ALP consulting fee N5

Respected mam,
This is KIRAN KUMAR (DSU15ME0024) from Dayananda sagar university Kudlu gate. As per your instructions i have made the payment and also , written the abstract based on my project work. I'm attaching the Abstract and the Fee receipt in a single file.
Please find the attachment:-

Thank you

DSU15ME002

平成30年12月8日

Kowshik K P 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0026

平成30年12月8日

Kuladeep T 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

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4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0028

verzeo

learn here lead anywhere

12/12/2018

Dear Lokesh Ranjan,

We are pleased to offer you a **6 month's** internship with Verzeo Edutech Pvt. Ltd. "At-will basis" which can be extended. Please find the following confirmation of your internship:

Start Date: 01/01/2019.

You will be brought on board as an **"Business Development Intern".** Your scope of responsibilities will include those for which you are engaged, as well as any other duties given to you by your reporting manager from time to time. In accepting this internship offer you will be required to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms. You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.

You will be eligible for a stipend of INR 10,000 per month with statutory deductions. Stipend will be applicable as per company policies & performance. As an intern you will not receive any of the employee benefits that regular employees receive. **During internship period, the company will have all the rights, to terminate your service without offering any reason and vice versa.**

By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential and refrain from using it for your own purpose or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.

By accepting this offer letter, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement. **Official communication either within the company or outside the company should be through the company Email of your manager only.**

To indicate your acceptance, please sign and return this internship offers to company. If you do not return the required documents within the **next 5 days**, we will assume that you do not intend to accept this employment offer and it will be automatically withdrawn without further action on the part of **VERZEO EDUTECH.**

Acceptance

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before 17/12/2018.

SIGNATURE: _____ DATE: _____

With Regards,

HR/Director,

Verzeo Edutech Pvt. Ltd.

DSU15ME0029

FACE

November 7, 2019

Mr. Madhu.R

madhugowda1417@gmail.com

Dear Madhu.R,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Madhu.R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSUISME0034

平成30年12月8日

Mohan U 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0035

平成30年12月8日

Nagaraj G. Kurdekar 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU18ME0036

平成30年12月8日

Nanjundaswamy N 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

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Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0037

平成30年12月8日

Narendra V. 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0039

平成30年12月8日

Navya Shree H 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUIS ME0042

FACE

November 7, 2019

Ms. NITHYASHREE M R

nithya230198@gmail.com

Dear NITHYASHREE M R,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Ms.NITHYASHREE M R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15ME0043

FACE

November 7, 2019

Mr. G J PARIKSHITH

gjparikshith49@gmail.com

Dear G J PARIKSHITH,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

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Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.G J PARIKSHITH**	**Position & Department**	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

urs sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

DSU15ME0044

平成30年12月8日

Pradeep Menon 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU/15ME0045

---------- Forwarded message ---------
From: **Rajagopala.K.S Quad** <raj.quad@gmail.com>
Date: Fri, Jun 7, 2019 at 12:28 PM
Subject: Re: Resumes for the post Graduate Engineer Trainees
To: Gopal S S <ssgopal@dsu.edu.in>
Cc: Guruvenkatesh <dsi_placement@yahoo.com>, Nagesh P <placement@dayanandasagar.edu>, vpmeti <vpmeti@gmail.com>

Dear Gopal,

I hereby confirm that the three following graduates who had attended interview have been selected for the position of Graduate Engineer Trainee.

1.Mohan.U
2.Nanjundaswamy.N
3.Promod

They will be paid a stipend of Rs.16000 PM.
They should stay at Malur.

They can report to the company on 8th July.

Best Regards
Rajagopal
Quad

On Fri, Jun 7, 2019 at 11:52 AM Gopal S S <ssgopal@dsu.edu.in> wrote:
Dear Sir,

Greetings from Dayananda Sagar Institutions.

FIrst of all thanks for the opportunity given to our students.

All the three students will be reporting to your esteemed organisation on 8th July 2019.

We request to send mail confirmation regarding selection of the three students for our record purpose and also to intimate to respective students.

We thank you for all the support.

With Best Regards,
S.S.Srinivasa Gopal

On Mon, May 27, 2019 at 5:07 PM vp Meti <vpmeti@gmail.com> wrote:
Dear Sir,

The Graduate Engineer Interview on 29th May 2019,at 11am.
The students has to report for Interview at our Malur Plant.

Regards
Virupaksha Meti
Quad

From: Gopal S S
Sent: 27-05-2019 01:57 PM
To: virupakshappa meti
Cc: Rajagopala.K.S Quad; Guruvenkatesh; Nagesh P
Subject: Re: Resumes for the post Graduate Engineer Trainees

Dear Sir,

Greetings from Dayananda Sagar Institutions.

This has reference to the Graduate Engineer Interview on 29th May 2019,at what time students has to report for Interview at your Malur Plant.

Kindly confirm the same.

With Best Regards,
S.S.Srinivasa Gopal

On Thu, May 16, 2019 at 1:28 PM virupakshappa meti <vpmeti@gmail.com> wrote:
Dear Sir,

The Graduate Engineer Interview will be conduct on 29th May 2019.
Because iam will not their in 27th may 2019.

Regards

Virupaksha Meti
mob no. 9739668662

QUAD TOOLING TECHNOLOGIES PVT.LTD
PLOT.NO.29/A,PHASE-1,
KIADB INDL AREA,
MALUR-563130,
KOLAR DIST.

On Thu, May 16, 2019 at 11:22 AM Gopal S S <ssgopal@dsu.edu.in> wrote:

Dear Sir,

Greetings from Dayananda Sagar Institutions.

This has reference to the trailing mail regarding Graduate Engineer Interview,Is it possible to have interview on 27th May 2019 at your convenience.

Kindly confirm the same.With Best Regards,

DSU18ME0052

平成30年12月8日

Sachin R Walaki 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSU15ME0053

平成30年12月8日

Sagar J N 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUISME0054

平成30年12月8日

Sheik Abdul Kader Batcha C M 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

DSUIBME0060

平成30年12月8日

Vasishta H M 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1001

平成30年12月8日

Anilkumardesai 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1005

FACE

November 7, 2019

Mr. Aroop kumar S Mohanta

aroopksmohantha@gmail.com

Dear Aroop kumar S Mohanta,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career ancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

)on confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Aroop kumar S Mohanta**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

urs sincerely

r Focus 4 – D Career Education Pvt Ltd

P. S. Anand

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16ME1006

平成30年12月8日

Basava Raja Shekar Reddy B 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1008

FACE

November 7, 2019

Mr. Chidambaram bharathi J

chidambaram14396@gmail.com

Dear Chidambaram bharathi J,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with ...e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Chidambaram bharathi J**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
urs sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16ME1011

平成30年12月8日

Govind 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

EN16ME1012

FACE

November 7, 2019

Mr. Gowda Panduraj Krishna D K

pandur341@gmail.com

Dear Gowda Panduraj Krishna D K,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

on confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Gowda Panduraj Krishna D K**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

urs sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG16ME 1015 ~~0266~~

平成30年12月8日

Hariprasad Vishwanath Kathare 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1017

平成30年12月8日

Karthik Katagi 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

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Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1018

CASTING AND ALLOYTECH

Manufacturers of : Ferrous, Non-Ferrous Castings and Vertical Metal Cutting Bandsaw Machine

ISO 9001:2008
QMS/NAB-2274/1743

Ref No # – CAT/HR/June2018/E-1

Date: 20/05/2019

Dear Mr. Karthik M,

Congratulations! We are pleased to confirm that you have been selected to work for Casting And Alloytech®, Bengaluru. We are delighted to make you the following job offer.

The position we are offering is that of a **Mechanical Design Engineer** with a starting salary of INR. 16,000/- per month.

We would like you to start the work from 15.06.2019 by accepting the terms and conditions of Casting And Alloytech®.

Please consider this as a letter of acceptance. The offer letter along with all our terms, conditions & agreements are present in the attached documents.

Looking forward to work with you.

Sincerely,

CASTING AND ALLOYTECH Bangalore 560 074

Ramesh N

Founder & Proprietor

Casting And Alloytech®

Plot # 107/2, Gerupalya Village, Kumbalagodu Industrial Area Phase II, Mysore Road, Bangalore - 560074 Phone : 080 28437195 Mobile : 9845327935 E Mail : alloytech1995@gmail.com

Scanned by CamScanner

ENG16ME1019

To: keerthikulal@yahoo.com <keerthikulal@yahoo.com>
Cc: Gopal S S <ssgopal@dsu.edu.in>

Dear Keerthi KH,

Congratulations!

With reference to your application and the recent interviews you had with us, we are pleased to offer you an appointment as an **"Intern"** with Neviton Softech Pvt. Ltd (A COMPANY OF MONTANA TECH COMPONENTS AG), for a duration of two months starting **April 15, 2019 till May 31, 2019**.

You will be entitled to a stipend of **INR 10,000/- (Ten Thousand Rupees Only)** per month during your internship period. Your mentor for the internship program will be assigned in the 1st week of your joining Neviton.

Neviton is an IT and Engineering business solutions company, providing world class solutions to global organizations, many of whom feature in the Fortune 500 list. From its two development centers' in India, Neviton caters to customers across the US, Europe and India.

Our unique experience in the Music Publishing and Aerospace Industry is the base from which we can deliver business outcomes for our customers. Our committed workforce and leading-edge technology will help deliver outcomes, delight and results for our clients and stakeholders. Drawing upon the philosophy of our parent company (MTC Group), ethics, integrity, quality and a family culture form the foundation on which we will embark on this journey. We are certain you will thrive in our company of experts and make a difference.

You are expected to start your assignment with Neviton Softech Pvt. Ltd, on or before **15th April 2019, Monday.**

Post the successful completion of your internship period, you will be appointed as a **"Trainee Engineer" at Level 2A** with Neviton Softech Pvt. Ltd (A COMPANY OF MONTANA TECH COMPONENTS AG) on **June 1, 2019.**

The offer details will be as below.

Annual Compensation on a Cost to Company will be **INR 2,50,000/- (Rupees Two Lakh Fifty Thousand Only)**

A detailed Appointment Letter will be provided to you on your joining and verification.

This offer is conditional subject to verification of testimonial/certificates to be submitted by y ou and reference checks.

Kindly Note you will be obligated to sign a Bond with Neviton for a period of **2 Years** starting from your Date of Joining. During your tenure of 2 years you will be continuously undergoing various trainings to groom into the aerospace standards. There will also be an initial training period of 45 days to facilitate and support the execution of your work.

Information pertaining to Neviton operations and intellectual property is confidential and upon reporting, you will be required to sign a non-disclosure agreement. If you are bound by a confidentiality agreement with a previous employer, you must notify Neviton and indemnify the Company against any breach thereof. You are also expected to adhere to all applicable rules and regulation and business conduct guidelines of Neviton and act in accordance with the values and principles of the Company.

Please find below the list of documents you are required to submit as printed hard copies at the time of onboarding.

* Aadhaar Card (Original & Copy)

* Copy of Passport

* Resume / CV

* SSLC (10th Marks Card)

* PUC (12th Marks Card)

* Degree Certificates/ Passing Certificate/ Marks sheet

* 3 recent passport size photographs

To confirm your acceptance of this offer letter on the terms and conditions specified herein, please accept by reverting to us over the mail within 5 working days. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.

Best Regards,

Megha Daialu
Talent Acquisition Partner

Neviton Softech Pvt Ltd,

Brigade Software Park, IV Floor, Block B, # 42, 27th Cross,
Banashankari Stage II, Bangalore 560070

Email: megha.daialu@neviton.com
Phone: +91 80 267 132 24/25/26 / 9591554465

www.neviton.com

The information contained and transmitted by this e-mail is proprietary to Neviton Softech Pvt. Ltd. and is intended solely for the use of the individual or entity to whom it is addressed and others authorized to receive it. It may contain privileged or confidential information or information exempt from disclosure as per applicable law. If you are not the intended recipient or responsible for delivery to the intended recipient, you may not copy, deliver, distribute or print this message. If it is a forwarded message, it may not have been sent with the authority of the company. Any views or opinions are individual to the sender and are not the opinion of or endorsed by the company. This message and attachments has been virus checked. Neviton Softech Pvt. Ltd. will not accept any claims for loss or damages arising out of viruses.

NEVITON
(A COMPANY OF MONTANA TECH COMPONENTS AG)

03 April 2019, Wednesday

Dear Keerthi KH,

Congratulations!

CTC Breakup		
Employee Name	**Keerthi KH**	
Designation	**Trainee Engineer**	
Particulars	**Annual- Rs**	**Monthly- Rs**
Basic Salary	1,80,000	15,000
House Rent Allowance	27,085	2,257
ESI Employer's	9,837	820
Medical Insurance	2,820	235
Employers contribution to Provident Fund @ 12% of Basic	21,600	1,800
Gratuity @ 4.81% of basic	8,658	722
Total	**2,50,000**	**20,834**

#ENG16ME1022

平成30年12月8日

Mohammad Shoiab 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG.16ME1028

平成30年12月8日

Mohammed Shibaaz Ali 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

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３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

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Adoption Standard
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Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1020

平成30年12月8日

Nagabhushan S G 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1033

平成30年12月8日

Nihal Ahmed 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

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Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1035

FACE

November 7, 2019

Mr. Ningappa Pujar

npujar7@gmail.com

Dear Ningappa Pujar,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	Mr.Ningappa Pujar	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

ENG 16 ME 1040

平成30年12月8日

Rhul Lolenavar 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1043

FACE

November 7, 2019

Mr. sachin kalhalli

sachinkalhalli@gmail.com

Dear sachin kalhalli,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with e Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

on confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

FACE

Annexure I: Compensation Structure			
Name	**Mr.Sachin kalhalli**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

ank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

EN16ME1069

平成30年12月8日

Sangamesh 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

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敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

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以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

ENG16ME1048

smarter homes™

Mr. P Ramesh Babu
(Deputy Manager - Placements,)
Dayananda Sagar Academy of Technology & Management (DSATM),
Opp. to Art of Living International Centre, Kanakpura Road, Udaypura,
Bangalore - 560 082.
Mobile : 9449116978, Email : placementdsatm@gmail.com

Subject: **Career Offer with SmarterHomes Technologies**

Subsequent to interviews conducted on 29/05/2019, the following candidates are selected for the position of **Trainee Project Engineer with** the company at our **Bangalore** office, as per the terms and conditions indicated below:

SNO	USNO	FULL NAME	BRANCH	EMAIL ID	CONTACT NO
1	1DS15CV069	Mr. Manish L	CIVIL	manishlakshman97@gmail.com	7406910324
2	ENG16ME1048	Mr. Shivaraj Dalawai	MECHANICAL	shivarajdalawai9090@gmail.com	9380182070
3	1DT15CV042	Mr. NIKHIL SUNKAD	CIVIL	kicchanikhil3830@gmail.com	8217823497
4	1DT15CV070	Mr. Syed Wajid	CIVIL	syedwajidali0@gmail.com	8722672286
5	1DT16CV418	Mr. Mohammed Kheefan Ulla	CIVIL	mohammedkheefanulla@gmail.com	8660144957

1. Candidates should join on or before **25th June 2019 at 9:00 am** at the address indicated to you.
2. The annual CTC shall be Rs.**240,000/-** pa. The details are furnished as per the attached Annexure 1 and will be subject to statutory tax deductions as applicable in the State of Karnataka.
3. The Candidates shall be placed on probation for 6 months from your date of joining. You shall be confirmed automatically at the end of the probation period unless the management either decides to extend the probation or terminate the employment agreement.
4. All **Trainee Project Engineers** will be covered by the Rules, Regulations and the Policies of the Company prevailing now that may be introduced in the future.
5. You will be availing following benefits as per the company policy:
    a. Medical Insurance coverage for self & spouse and two children (as per individual entitlement and eligibility).
    b. 20 days Earned Privilege Leaves per year of service accrued pro-rated at the end of every calendar month from the date of joining.
    c. 6 Casual Leaves/Sick leaves per year (calendar) calculated pro-rata. Any leaves taken beyond the entitlement will be treated as a loss of full wages equivalent to the number of days beyond entitlement on the hand of the employee.

d. Earned Leaves cannot be availed during the duration of the probation period but will continue to be earned and will be allocated post successful completion of the probation period. Any leaves taken will be treated as a loss of full wages equivalent to the number of days beyond entitlement on the hand of the employee.

6. **Exit**: Either the company or employee can terminate this contract during probation period by serving 7 days notice without assigning any reason or paying equivalent basic salary in lieu of the notice period and one-month notice or paying equivalent basic salary post-confirmation.
7. Kindly send us an acknowledgemently signed by you in both pages as a token of acceptance. The candidates will be given individual offer letters at the time of joining.

For **SmarterHomes Technologies** Private Limited
Vivek Shukla
Managing Director

Annexure 1

Name of Employee	Trainee Project Engineer	
Position	Trainee Project Engineer	
Band	D2	
Components	**Rs/Month**	**Rs./Annum**
Basic	9,000	108,000
Special Allowance	750	9,000
Combined Benefits Plan	6,450	77,400
Total Fixed Cash	**16,200**	**194,400**
EPF	1,800	21,600
Total Fixed Compensation	**18,000**	**216,000**
Performance Linked Pay	2,000	24,000
Total Pay (CTC) (per month)	**20,000**	**240,000**

Joining Procedure

On the day of joining, please report at the time indicated in the offer letter. You will be required to submit the following:

1. Five (5) copies of your recent colour passport size photograph
2. Copies of the following documents:
    a. Certificate in respect of proof of age such as Copy of Passport/PAN Card
    b. Copies of the certificate in respect of all Educational Qualifications / Experience.
3. Employment Certificates:
    a. Relieving letter/Resignation Acceptance letter/Service Certificate from the Employer
    b. Salary Certificate from the last Employer. In case the service certificate explains the last held position, the last working day and the last drawn salary, last year's Form 16

ENG.16ME105

平成30年12月8日

Vittal Mohammed Fayyaz 様

株式会社アウトソーシングテクノロジー
代表取締役社長　茂手木　雅樹

OS Technology 日本語養成プログラム
参加許可証

拝啓　時下ますますご清祥のこととお慶び申し上げます。この度は、弊社の採用試験にご応募頂き、誠にありがとうございました。貴殿には、日本語養成プログラムにご参加いただくことが決定致しましたので、謹んでお知らせいたします。また、下記の基準を満たし次第、貴殿を採用させていただきます。

敬　具

■採用基準

日本語能力試験３級合格かつ、最終面談に合格

■雇用条件

１、雇用形態：正社員もしくは契約社員

２、職種：技術職

３、勤務地：全国

４、給与待遇：雇用契約書参照

本件に関するお問合せにつきましては、グローバル採用課担当までご連絡くださいますようお願い致します。

以　上

Student Name

October 2, Heisei 30

Inc. Outsourcing Tech
Representative Director and President Masaki Motegi

OS Technology Japanese Training Program Participation Permit

Dear Sirs, I would like to extend my sincere gratitude to you for your continued encouragement. Thank you very much for submitting application for our recruitment examination this time. We have decided to participate in your Japanese language training program, so we will be happy to announce you. Also, we will adopt you as soon as we meet the following criteria.

Adoption Standard
Pass the Japanese Language Proficiency Test Level 3 grade and the final interview.

Employment conditions

1, Employment form: Full-time or contract employee

2, occupation: technical position

3, place of work: whole country

4, salary treatment reference: employment contract reference

For inquiries regarding this matter, please contact the global recruitment department in charge.

That's all

[24]7

13th December 2018

Letter of Intent

Dear **Rakshith S**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

[24]7

13th December 2018

Letter of Intent

Dear **SARASWATHI KURRA**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087



Strictly Private and Confidential

13-Mar-2019

Divyanshu Changkakoti
#47,S-4,Canopy Cologne,Haines Road,Frazer Town,Bangalore-560005
9886196390

Dear Divyanshu Changkakoti,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Ullas P R
Ward no.17,CO Parvathamma, behind varadha anjaneyaswamy temple, venkateshwara colony, patelnagar, Ballari
8861583833

Dear Ullas P R,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

HRD/3T/21-22/1001713989
Mr. KARAN PAL SINGH
Candidate ID: 1001713715
#2 srinivasa nilaya banahalli road, K
R Puram -560038 India
Ph: (91) 9739891000

July 26, 2019

Dear KARAN PAL SINGH GROVER,

SUB: LETTER OF INTENT TO HIRE

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **November 8, 2019** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 500000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at offer_update@infosys.com.

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

NTT DATA Global Delivery Services Private Limited.
18 & 18/1, South End Road,
Basavanagudi,Bangalore 560004 INDIA
Tel: +91.80.2665.9482 Fax: 91.80.2653.0912

NTT DATA
Global IT Innovator

20-Nov-18,

Ref no: **HR/Offer/2019**

Rajesh Biswas,
Dayanand Sagar University,

Dear Rajesh,

Subject: Offer Letter

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Application Software Development Sr. Associate Consultant with NTT DATA Global Delivery Services Private Limited subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions.

You will be undergoing a training program anywhere in India and at the end of witch, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. On your start date, please bring the documents as per Annexure A.

During the training your will be given a stipend of Rs.15,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Application Software Development Sr. Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your service will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs.3,75,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

For NTT DATA Global Delivery Services Private Limited



B B SRINIVASULU
VICE PRESIDENT – TALENT ACQUISITION

I agree and accept the employment on the terms and conditions mentioned in this letter.

Signature…… **Date……**

NTT DATA Global Delivery Services Private Limited.
18 & 18/1, South End Road,
Basavanagudi,Bangalore 560004 INDIA
Tel: +91.80.2665.9482 Fax: 91.80.2653.0912

NTT DATA
Global IT Innovator

20-Nov-18,

Ref no: **HR/Offer/2019**

Tarun Reddy R,
Dayanand Sagar University,

Dear Tarun,

Subject: Offer Letter

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Application Software Development Sr. Associate Consultant with NTT DATA Global Delivery Services Private Limited subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions.

You will be undergoing a training program anywhere in India and at the end of witch, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. On your start date, please bring the documents as per Annexure A.

During the training your will be given a stipend of Rs.15,000/- per month.

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a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Application Software Development Sr. Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your service will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs.3,75,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

For NTT DATA Global Delivery Services Private Limited



B B SRINIVASULU
VICE PRESIDENT – TALENT ACQUISITION

I agree and accept the employment on the terms and conditions mentioned in this letter.

Signature…… **Date……**

NTT DATA Global Delivery Services Private Limited.
18 & 18/1, South End Road,
Basavanagudi,Bangalore 560004 INDIA
Tel: +91.80.2665.9482 Fax: 91.80.2653.0912

NTT DATA
Global IT Innovator

20-Nov-18,

Ref no: **HR/Offer/2019**

Hanan Jaiya,
Dayanand Sagar University,

Dear Hanan Jasiya,

Subject: Offer Letter

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Application Software Development Sr. Associate Consultant with NTT DATA Global Delivery Services Private Limited subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions.

You will be undergoing a training program anywhere in India and at the end of witch, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. On your start date, please bring the documents as per Annexure A.

During the training your will be given a stipend of Rs.15,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Application Software Development Sr. Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your service will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs.3,75,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

For NTT DATA Global Delivery Services Private Limited



B B SRINIVASULU
VICE PRESIDENT – TALENT ACQUISITION

I agree and accept the employment on the terms and conditions mentioned in this letter.

Signature…… **Date……**



Strictly Private and Confidential

13-Mar-2019

Suresh Kumar A
#32, Tammayyanagudda, Kumathi, kudligi-583126
9164954217

Dear Suresh Kumar A,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Syed Heena
No: 1B ani eco zone layout behind lake mount fort school kardusonnehalli bangalore
9663507696

Dear Syed Heena,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Kiran S
#15,HULLAHALLI ,SAKALAVARA POST,B.G ROAD, BENGALURU-560083
KARNATAKA
8553707412

Dear Kiran S,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka, India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

15 April, 2019

Mr Rohith
#18,11th cross nanjundappa layout
R s palya sadhashiva temple road
Bangalore-560033

Contact No: +91 7406741290
Email: rohithsup7@gmail.com

Dear **Rohith**

Subject: Appointment in the position of
Analyst

With reference to your application and the subsequent interview you had with us we are pleased to confirm your appointment for the above said position in "**EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that both your employment and the terms of employment referred herein will be effective only in the event of you having successfully completed your **BE / B Tech** by **May, 2019**. If at any time it is noticed that the above prerequisite is not met or if it is found that you are not a qualified **BE / B Tech** by **May, 2019** your employment will be terminated with immediate effect.

1. POSITION:

You will be appointed in the position of **Analyst** in **ADV RISK RA REG GDS** in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Bangalore** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

This file is signed using Digital Signature.

4. DATE OF JOINING :

As per our discussion you will report to the Firm on **10 June, 2019** at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .
Please note that your work location may be different based on the service line you are joining.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.

During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,61,905/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Bangalore. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm**.**

8. CONFIDENTIALITY:

a) Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b) Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's personnel.

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c) Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm .
For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d) At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e) You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f) Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g) Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

In addition to the above, you shall at all times abide to the Advisory Information Security Policy and shall extend cooperation to all information security training and awareness activities. You shall be compliant to the Advisory Information Security Policies and Practices, and in case of any information security incident you shall ensure that it is reported to the Information Security Management Representative timely.

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a) The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your

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employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;

b) Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and

c) To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm's extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a) During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.

b) After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.

c) If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d) The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or
(iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e) The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

This file is signed using Digital Signature.

14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm , without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your “Personal Data”). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm’s policies, to facilitate the conduct of the Firm’s business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm’s behalf.

18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm , from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

This file is signed using Digital Signature.

20. MISCELLANEOUS:

a) The following annexures form an integral part of this agreement.

   a) Annexure A – List of documents to be submitted
   b) Annexure B – Illustrative compensation break-up

b) Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.

c) Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.

d) Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.

e) Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.

f) Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

g) Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

This file is signed using Digital Signature.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified
Signed by : SHANTHARAM YOUBBILISHETTY
Date : 16/Apr/2019 10:33:26
Location : Bangalore
Reason :

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____ Date: _____

Name: _____

This file is signed using Digital Signature.

Annexure A

Dear **Rohith**,

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: •Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Annexure B

Name	**Rohith**	**DOJ**	**10 June, 2019**
Designation	**Analyst**	**Service Line**	**ADV RISK RA REG GDS**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	12,064	1,44,762
House Rent Allowance (HRA)	6,032	72,381
Other allowance including flexible components [1]	6,443	77,322
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**30,159**	**3,61,905**

Benefits (Estimated value)		
Insurance premium [2] (Group Medical+ Group Personal Accident+ Group Term Life)		16,773
Gratuity [3]		6,963
Total of Benefits		**23,736**

This file is signed using Digital Signature.

Notes:

As per policy of the Firm, in addition to your fixed compensation you will be eligible to participate in the EY GDS Variable Pay Bonus Program, which drives a pay for performance approach providing differential reward based on EY, EY GDS, business unit and personal performance. This will be payable on or before 30 September. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1]You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

[2]Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 3,00,000	Floater cover for self and five dependents which includes spouse, children and parents/parent-in-law. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 3,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,85,715	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[3]Gratuity will be paid as per provisions under the prevailing regulations.

This file is signed using Digital Signature.

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka, India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

15 April, 2019

Mr Tenzin Lobsang
Old camp 3rd, house no 38,
PO bylakuppe, distt mysore,
karnataka state-571104

Contact No: +91 7022340456
Email: tenzlobs2121@gmail.com

Dear **Tenzin Lobsang**

Subject: Appointment in the position of
Analyst

With reference to your application and the subsequent interview you had with us we are pleased to confirm your appointment for the above said position in "**EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that both your employment and the terms of employment referred herein will be effective only in the event of you having successfully completed your **BE / B Tech** by **May, 2019**. If at any time it is noticed that the above prerequisite is not met or if it is found that you are not a qualified **BE / B Tech** by **May, 2019** your employment will be terminated with immediate effect.

1. POSITION:

You will be appointed in the position of **Analyst** in **ADV RISK RA REG GDS** in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Bangalore** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

India

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4. DATE OF JOINING :

As per our discussion you will report to the Firm on **10 June, 2019** at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .
Please note that your work location may be different based on the service line you are joining.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.

During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,61,905/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Bangalore. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm**.**

8. CONFIDENTIALITY:

a) Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b) Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's personnel.

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c) Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm .
For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d) At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e) You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f) Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g) Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

In addition to the above, you shall at all times abide to the Advisory Information Security Policy and shall extend cooperation to all information security training and awareness activities. You shall be compliant to the Advisory Information Security Policies and Practices, and in case of any information security incident you shall ensure that it is reported to the Information Security Management Representative timely.

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a) The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your

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employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;

b) Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and

c) To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm's extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a) During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.

b) After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.

c) If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d) The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or
(iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e) The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

This file is signed using Digital Signature.

14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm , without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your “Personal Data”). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm’s policies, to facilitate the conduct of the Firm’s business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm’s behalf.

18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm , from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

This file is signed using Digital Signature.

20. MISCELLANEOUS:

a) The following annexures form an integral part of this agreement.

   a) Annexure A – List of documents to be submitted
   b) Annexure B – Illustrative compensation break-up

b) Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.

c) Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.

d) Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.

e) Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.

f) Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

g) Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

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Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified
Signed by : SHANTHARAM YOUBBILISHETTY
Date : 16/Apr/2019 10:33:26
Location : Bangalore
Reason :

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____ Date: _____

Name: _____

This file is signed using Digital Signature.

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Annexure A

Dear **Tenzin Lobsang**,

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: •Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

This file is signed using Digital Signature.

Building a better working world

Annexure B

Name	**Tenzin Lobsang**	**DOJ**	**10 June, 2019**
Designation	**Analyst**	**Service Line**	**ADV RISK RA REG GDS**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	12,064	1,44,762
House Rent Allowance (HRA)	6,032	72,381
Other allowance including flexible components [1]	6,443	77,322
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**30,159**	**3,61,905**

Benefits (Estimated value)		
Insurance premium [2] (Group Medical+ Group Personal Accident+ Group Term Life)		16,773
Gratuity [3]		6,963
Total of Benefits		**23,736**

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Notes:

As per policy of the Firm, in addition to your fixed compensation you will be eligible to participate in the EY GDS Variable Pay Bonus Program, which drives a pay for performance approach providing differential reward based on EY, EY GDS, business unit and personal performance. This will be payable on or before 30 September. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1]You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

[2]Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 3,00,000	Floater cover for self and five dependents which includes spouse, children and parents/parent-in-law. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 3,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,85,715	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[3]Gratuity will be paid as per provisions under the prevailing regulations.

This file is signed using Digital Signature.

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka, India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

15 April, 2019

Mr Basappa Patil
B.C.Patil
'Shradha Nilaya'
At Post :Shirabur
Tq:Dist:Vijayapur
587113

Contact No: +91 8880906280
Email: mahesh.patilrib@gmail.com

Dear **Basappa Patil**

Subject: Appointment in the position of
Analyst

With reference to your application and the subsequent interview you had with us we are pleased to confirm your appointment for the above said position in "**EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that both your employment and the terms of employment referred herein will be effective only in the event of you having successfully completed your **BE / B Tech** by **May, 2019**. If at any time it is noticed that the above prerequisite is not met or if it is found that you are not a qualified **BE / B Tech** by **May, 2019** your employment will be terminated with immediate effect.

1. POSITION:

You will be appointed in the position of **Analyst** in **ADV RISK RA REG GDS** in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Bangalore** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751) converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity No. AAL – 2743) effective 30 November, 2017 Regd.Office: 3rd floor, Tower ‘C’, RMZ Infinity, Old Madras Road, Benniganahalli, K R Puram Bangalore - 560016, India **This file is signed using Digital Signature.**

4. DATE OF JOINING :

As per our discussion you will report to the Firm on **10 June, 2019** at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .
Please note that your work location may be different based on the service line you are joining.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.

During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,61,905/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Bangalore. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm**.**

8. CONFIDENTIALITY:

a) Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b) Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's personnel.

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c) Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm .
For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d) At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e) You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f) Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g) Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

In addition to the above, you shall at all times abide to the Advisory Information Security Policy and shall extend cooperation to all information security training and awareness activities. You shall be compliant to the Advisory Information Security Policies and Practices, and in case of any information security incident you shall ensure that it is reported to the Information Security Management Representative timely.

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a) The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your

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employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;

b) Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and

c) To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm's extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a) During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.

b) After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.

c) If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d) The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or
(iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e) The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

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14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm , without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your “Personal Data”). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm’s policies, to facilitate the conduct of the Firm’s business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm’s behalf.

18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm , from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

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20. MISCELLANEOUS:

a) The following annexures form an integral part of this agreement.

   a) Annexure A – List of documents to be submitted
   b) Annexure B – Illustrative compensation break-up

b) Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.

c) Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.

d) Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.

e) Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.

f) Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

g) Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

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Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified
Signed by : SHANTHARAM YOUBBILISHETTY
Date : 16/Apr/2019 10:33:26
Location : Bangalore
Reason :

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____ Date: _____

Name: _____

This file is signed using Digital Signature.

Annexure A

Dear **Basappa Patil**,

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: •Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Building a better working world

Annexure B

Name	**Basappa Patil**	**DOJ**	**10 June, 2019**
Designation	**Analyst**	**Service Line**	**ADV RISK RA REG GDS**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	12,064	1,44,762
House Rent Allowance (HRA)	6,032	72,381
Other allowance including flexible components [1]	6,443	77,322
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**30,159**	**3,61,905**

Benefits (Estimated value)		
Insurance premium [2] (Group Medical+ Group Personal Accident+ Group Term Life)		16,773
Gratuity [3]		6,963
Total of Benefits		**23,736**

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Notes:

As per policy of the Firm, in addition to your fixed compensation you will be eligible to participate in the EY GDS Variable Pay Bonus Program, which drives a pay for performance approach providing differential reward based on EY, EY GDS, business unit and personal performance. This will be payable on or before 30 September. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1]You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

[2]Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 3,00,000	Floater cover for self and five dependents which includes spouse, children and parents/parent-in-law. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 3,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,85,715	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[3]Gratuity will be paid as per provisions under the prevailing regulations.

This file is signed using Digital Signature.

November 7, 2019

Mr Abhishek S
abhi97gowda@gmail.com

Dear Abhishek,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Abhishek S**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd



Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

HRD/3T/21-22/1001713989
Mr. VIJETHA D B
Candidate ID: 1001713712
#2 srinivasa nilaya banahalli road,
chandapura near govt school-560099
India
Ph: (91) 8762720944

July 26, 2019

Dear VIJETHA D B,

SUB: LETTER OF INTENT TO HIRE

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **November 8, 2019** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 500000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at offer_update@infosys.com.

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

NTT DATA Global Delivery Services Private Limited.
18 & 18/1, South End Road,
Basavanagudi,Bangalore 560004 INDIA
Tel: +91.80.2665.9482 Fax: 91.80.2653.0912

NTT DATA
Global IT Innovator

20-Nov-18,

Ref no: **HR/Offer/2019**

TANVEER MAHIBOOB PATEL,
Dayanand Sagar University,

Dear Tanveer,

Subject: Offer Letter

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Application Software Development Sr. Associate Consultant with NTT DATA Global Delivery Services Private Limited subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions.

You will be undergoing a training program anywhere in India and at the end of witch, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. On your start date, please bring the documents as per Annexure A.

During the training your will be given a stipend of Rs.15,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Application Software Development Sr. Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your service will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs.3,75,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

For NTT DATA Global Delivery Services Private Limited



B B SRINIVASULU
VICE PRESIDENT – TALENT ACQUISITION

I agree and accept the employment on the terms and conditions mentioned in this letter.

Signature…… **Date……**

13th December 2018

Letter of Intent

Dear **S V TARUN SUNDAAR**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

[24]7

13th December 2018

Letter of Intent

Dear **Prajwal B S**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087



Strictly Private and Confidential

13-Mar-2019

Abhilash C
No.55 PRERANA HOUSE ,2nd cross ,Anubhavnagar ,BANGALORE-560072
8050823764

Dear Abhilash C,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Dixith K S
Sri Durga Devi krupa. Malleswara samudhaya bavana opp. Jannapura bhadravathi 577301
8105003006

Dear Dixith K S,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Kiran Kumar L
Near diwane mastan vali darga jagruthi nagar road 2nd cross cowl bazaar ballari
8970450711

Dear Kiran Kumar L,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934

(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000

(D) Additional Benefits	
Gratuity as per law#	5,290
Insurance Premium (notional value)	3,776

Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

- Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

- As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- ~~**Joining Bonus**~~ of **INR 25,000** payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

- **Additional Bonus-** of **INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the Authorities.

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.



Strictly Private and Confidential

13-Mar-2019

Naveen N Shenoy
s/o NAGARAJ SHENOY,#65 NH 206,ANANDAPURAM(P) SAGAR(T),SHIVAMOGGA(D) - 577412
9980535420

Dear Naveen N ShenoyL,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Reference Id: c46ca0eb-9e9d-4d86-a1ac-8b4d424b9128_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on thepre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the Offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This Offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-
http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx.
This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mohan Sekhar
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE - I

COMPENSATION & BENEFITS

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You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

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*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

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    a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claims for self, spouse and 2 dependent children
        - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
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The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

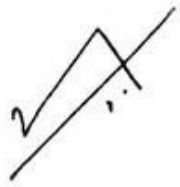
Chegg

TO WHOMSOEVER IT MAY CONCERN

This is to confirm that DAYANANDA SAGAR R is active on our Company portal as a freelance independent contractor as per the terms of the Engagement dated 05-Apr-2019 and continues to be engaged till the date mentioned herein below.

We appreciate his/her work as the Subject Matter Expert in Computer Science

For Chegg India Private Limited



Authorised Signatory

Date: 10-Jun-2019
Serial number: 2022/46909

This is a system-generated document with a scanned signature by an authorized signatory, so it does not require Company Seal

Chegg

TO WHOMSOEVER IT MAY CONCERN

This is to confirm that Manoj P is active on our Company portal as a freelance independent contractor as per the terms of the Engagement dated 05-Apr-2022 and continues to be engaged till the date mentioned herein below.

We appreciate his/her work as the Subject Matter Expert in Computer Science

Date: 21-Jul-2022
Serial number: 2022/57914

This is an auto-generated certificate and does not require any signature/company seal

Date: October 15, 2020

Ref: HR/Campus/2021

Name: GULAM ZAINUL

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear GULAM ZAINUL ABEDEEN KHAN,

Welcome to Extramarks. Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.4,01,974/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining EXTRAMARKSsubject to youmeeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining XEA INNOVATIONS. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions
   Your performance and contribution to EXTRAMARKS will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment
   It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.
   Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents
   Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining XEA INNOVATIONS. You may also need to submitother such documents as Company deems fit from time to time.

4. Background Verification
   As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement
   You will be required to execute a service agreement at the time of joining to serve EXTRAMARKSfor a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liableto pay EXTRAMARKSan amount of Rs.2,00,000.

6. Letter Acceptance
   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the CampBuzz Portal (*https:\\campbuzz.lntinfotech.com*) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

   Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of XEA INNOVATIONS.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.
According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the Extramarksfamily and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : ABEDEEN KHAN		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	325,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	401,974	

Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

EXTRA MARKS

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears an re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by XEA INNOVATIONS) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

3. I am flexible to work at any XEA INNOVATIONS Development Center/ Customer Site/ Partner premise as per business requirement.

4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.

5. I confirm that I have NOT appeared for any XEA INNOVATIONS interview process anywhere in the past 6 months from the date of my interview process.
(If found so, XEA INNOVATIONS may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____

November 7, 2019

Mr Arun Mareguddi
arunsmareguddi.blh@gmail.com

Dear Arun,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Arun Mareguddi**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

November 7, 2019

Mr Girish N
girishn5596@gmail.com

Dear Girish,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Girish N**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

November 7, 2019

Mr Mohammed Farmaan
farmaan000@gmail.com

Dear Mohammed,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Mohammed Farmaan**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

Rockwell Collins (India) Enterprise Pvt. Ltd
Embassy Tech Village
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www.collinsaerospace.com

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January 17, 2022

Yogesh V Patil

S/o Vishwanath Patil VDCC bank Sindagi,
Vijayapur- 586128
Karnataka

Dear Yogesh,

Sub: Appointment letter for the post of Graduate Engineer

We refer to your application for employment and the subsequent interviews you had with us. We are pleased to appoint you as Graduate Engineer at our facility located in Bengaluru. This appointment will take effect from the date you report to duty, which shall not be later than January 17, 2022. Your failure to report/join by the said date without obtaining prior consent shall automatically cancel this appointment.

1. Salary and Perquisites

You will receive a salary of Rs.428126/-(Four Lakhs Twenty eight Thousand one Hundred Twenty Six Only) per annum as per Annexure I.

Professional tax will be deducted as per work location State Rules.. Income tax will be deducted as per Income tax Act 1961. Any other statutory deductions will be deducted from your salary as and when applicable.

Notwithstanding the pay scales given above, annual increments will be based upon and granted on your satisfactory and diligent discharge of duties. Annual increments may be withheld at the discretion of the management in case your work / conduct is not found up to the required standards prescribed by the company.

2. Duties and responsibilities

You will work within the framework of organizational structure, policies and directions as may be given to you by management from time to time.

[Contd…2]

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3. Terms and Conditions

1. The company holds the right to conduct the medical test for Drugs/Psychiatrist/Other health checkups with Doctor or Registered Medical Practitioner authorized by the company at any time during the course of employment on a need basis or on suspension. Your continuation in the employment will always be subject to your remaining physically and mentally fit and alert. The decision of the doctor in this behalf shall be final and binding upon you.

2. Leave benefits are subject to the rules and regulations of the company and you will be entitled to National & Festival Holidays as per the provisions of the N&FH Act.

3. Your appointment is terminable by either the company or yourself by giving three months' notice or payment of three months' last drawn Basic Salary in lieu thereof, without assigning any reason on either side. The company can however at its discretion waive off the notice period, if you are desirous of leaving the services of the company.

4. The Management, however, reserves the right to ask you to serve during the notice period instead of accepting the salary in lieu of the notice period.

5. You will be governed and will abide by the standing orders / rules and regulations and / or any such other orders of the company which may be framed from time to time.

6. You will be governed and will abide by the company employee policy & procedure manual- India which is currently in force and which may be altered or amended from time to time.

7. During the period of employment with the establishment, you shall not carry on any business of your own, but carry out your duty diligently, loyally and to the best of your capacity. Any breach of this condition will be viewed as per the policies and procedures of the company.

8. You should perform all the duties that are attached to your post and also any work that may be assigned by your superiors at their discretion from time to time. You should work faithfully and diligently to the best of your ability and safeguard the interest of the company. It shall be open to the management to post you in any other place where the interest of the company is involved and you should accept transfer to any place, in our organization.

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[Contd…3]

9. You will work in any shift of work including night shifts as and when required and / or notified by the management. Not attending to work in the scheduled shift hours without reasonable cause will be viewed as per the policies and procedures of the company.

10. You will be responsible for all the property of the company like, tools, equipment, instruments, raw materials, books, drawings and other similar items, directly entrusted to your care and custody or which has come into your possession by nature of or / and during the course of your work. You are responsible to maintain them in good, clean and working condition and hand them over in the same condition while you leave the service of the company or when so directed by the management.

11. You will receive all the letters, notices etc., sought to be delivered to you personally by the management from time to time. In case of refusal to receive such notices, letters or circulars, etc. a copy of the same will be sent by registered post to your last known address recorded with company and this will be deemed as sufficient service. Refusal to accept letters / notices / circulars, will also be treated as an act of misconduct and will be dealt with according to the standing orders / rules and regulations of the company.

12. You should furnish your correct residential address to the management while in employment. Any change in the address should be intimated forthwith. Even when you are on leave, you should not leave the station without intimating the management and also give the correct address at which the management can get in touch with you in case of need.

13. You will keep us informed in writing of any change of your civil status. Failure to do so will also be deemed as an act of misconduct.

14. You shall not at any time disclose to anyone any particulars, know-how, procedures, or any other organizational information whether confidential, secret or otherwise, which you may get acquainted while in employment.

15. In case you get elected to any public positions (such as MLA, MLC, MP etc.) whether for profit or not, at the village / taluk / district, state or national level, you will resign from this job, without any conditions.

16. You shall also not actively associate with any political parties and / or actively canvas / support any person belonging to any political party seeking office in public / government bodies.

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[Contd…4]

17. You should not indulge in any act of commission or omission, which is likely to endanger the reputation of the company or affect prejudicially the interest of the company. You should on no account place yourself in a position where directly or indirectly your interests conflict with that of the company. Your services can be terminated, without any notice or compensation and without assigning any reason for loss of confidence, or for any act including dishonesty, misappropriation of company's money, property, fraud, or any subversive act which in the opinion of the management is seriously detrimental / prejudicial to the interest/philosophy of the organization and warrants your termination forthwith.

18. During the period of your services with the company you are liable to be transferred from one place to another, one job to another, one department to another and one unit to another, now existing or to be started hereafter, wherever located in the country, as the exigencies of the work demand or for the efficient working of the enterprise. You will receive and accept any such orders of transfer without any condition. On your refusal to receive and obey such transfer orders, you will not be entitled to receive wages from the day you are supposed to work at the transferred place and you will also be liable for disciplinary action.

19. You shall retire when you attain the age of 60 years as per the service rules of the company.

20. The company at any time due to shortage of power, non–availability of materials, break down of machinery or such other reasons beyond its control, may close down a section, department or a portion of work temporarily. During such temporary closure you will not receive any compensation.

21. If for a period of three consecutive days, you absent yourself without permission or overstay leave, you shall be deemed to have voluntarily retired from the services within the meaning of section 2(oo) (bb) of the Industries Disputes Act, 1947.

22. In case of your termination or resignation, you should hand over charge to any official designated in this behalf and obtain a clearance certificate and your accounts can be settled only on production of such a certificate.

23. Salary increments / promotions will be given at the discretion of the management depending upon your performance, attendance and behavior.

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[Contd…5]

4. Appointment in good faith

This letter of appointment is being issued to you on the understanding that you have furnished all the required / relevant information and that all such information furnished by you both at the time of interview as well as in your application form are complete and correct.

1. If, however, as a part of joining formalities, the Company may, at its discretion, conduct background checks to validate the details of education as well as previous employment details furnished by you. If the management comes to know you have withheld certain information or that information provided by you are false and / or not correct or incomplete, the Management reserves the right to discharge your services forthwith and without enquiry, without notice and / or without payment of any money or compensation.

2. If you agree to the above terms and conditions, you may sign the duplicate copy of this letter on each page in token of acceptance of the terms and conditions contained herein and return it to the company.

We welcome you to roles of Collins Aerospace and look forward to a mutually beneficial association. We look forward to your active participation and contribution to the growth of the organization.

Sincerely,



Sanjukta Sarkar
Country Head – Human Resources

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COMPENSATION & BENEFITS				
(Strictly Confidential)				
NAME		**Yogesh V Patil**		
LEVEL		P1		
DESIGNATION		Graduate Engineer		
	COMPENSATION & BENEFITS - DETAILS		**RUPEES PER ANNUM**	
A	**Basic Salary**			**181000**
B	**Flexible Benefits Plan & Special Allowance**			**216700**
C	**Statutory Benefits**			**30426**
	Provident Fund (PF) - **Employer Contribution**		**21720**	
	Gratuity		**8706**	
D	**Cost To Company (CTC)**	**A+B+C**		**428126**
F	**Incentive Pay Plan** (Notional Value) i.e. **(5.5 % (A+B)*100%)**			**21874**
G	**Total Cost to Company(TCTC)**	**D+E**		**450000**
NOTE				
*	Note: Flexible Benefit Plan (FBP) and Special Allowance will change based on your options selected for FBP. The FBP offers you the flexibility to design a part of your compensation within defined framework of a basket of allowance. If the employee fails to choose any of the above mentioned components then Flexible benefits will be taxable as per Income tax Standards.			
*	Valid Reimbursements shall be drawn as per Company rules subject to submission of receipts, Any tax liability arising out of the payments/reimbursements now or in the future due to changes in income tax provision shall be borne by you.			
*	LTA Payable on monthly basis. LTA will be taxed to the extent of bills not produced during the Financial Year.			

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*	You are eligible to participate in our non-encashable comprehensive benefit plans including Group Mediclaim, Personal Accident Insurance and Term Life Insurance. Group Term Life Insurance – Sum assured - 2 times of annual gross salary (Basic+FBP) subject to minimum and maximum limits.Group Health Insurance – Up to INR 5 lakhs coverage for self, immediate family & dependent parents. Group Personal Accident Insurance – Sum assured of 10 times of annual gross salary (Basic+FBP).
*	Provident Fund and Gratuity will be as per the Statutory Compliances

*	You are eligible to participate in the Incentive Pay Plan (IPP) with a target payout of 5.5% of your actual (Basic Salary, HRA, LTA, Medical Allowance, Special Allowance & Flexible Benefit Plan (FBP) earnings. The actual award can range from 0% to 100% of your target incentive. Your IPP payout will be based on your performance on the Job and the Company's performance on plan goals (Earning per share, sales, working capital as a percentage of sales and the achievement of key business goals). IPP targets are determined as per the governing rules of Rockwell Collins. Employees hired on or before "***31st Dec"*** *would* be eligible for Merit Increase. Employees hired on or after "***Sep 30th"*** will not be eligible for IPP.
a)	Your Compensation & Benefits details are strictly confidential. Sharing information to others or seeking information from others is prohibited. Any violations will be viewed seriously by the Company
b)	The Cost To Company (CTC) is reflective of your Current Compensation in HRIS
c)	All the other terms & conditions of your Appointment Letter will be applicable in addition to the above
d)	Questions, if any, may be directed to the local HR team



Sanjukta Sarkar
Country Head – Human Resources

November 7, 2019

Mr Shiva Balan A
shiva786balan@gmail.com

Dear Shiva ,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Shiva Balan A**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

November 7, 2019

Mr Yogananda K
yoganandakuruba444@gmail.com

Dear Yogananda,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Yogananda K**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

November 7, 2019

Mr Prasanna Kumar Hegde
pkmhmech@gmail.com

Dear Prasanna Kumar,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Prasanna Kumar Hegde**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

P. S. Af.

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

jaro education

Date: October 15, 2020

Ref: HR/Campus/2021

Name: NINAAD N KASHYAP

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear NINAAD N KASHYAP,

Welcome to Xea Innovations. Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.6,01,974/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining JARO EDUCATIONsubject to youmeeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining XEA INNOVATIONS. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions
   Your performance and contribution to JARO EDUCATIONwill be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment
   It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.
   Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents
   Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining XEA INNOVATIONS. You may also need to submitother such documents as Company deems fit from time to time.

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4. Background Verification
   As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement
   You will be required to execute a service agreement at the time of joining to serve JARO EDUCATIONfor a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liableto pay JARO EDUCATIONan amount of Rs.2,00,000.

6. Letter Acceptance
   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the CampBuzz Portal (*https:\\campbuzz.lntinfotech.com*) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

   Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of XEA INNOVATIONS.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.
According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the Jaro educationfamily and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus Recruitment

I have read the letter and accept the same.

Signature and Date

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ANNEXURE-1

Name : NINAAD N KASHYAP		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	525,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	601,974	

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Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

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ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears an re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by XEA INNOVATIONS) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

3. I am flexible to work at any XEA INNOVATIONS Development Center/ Customer Site/ Partner premise as per business requirement.

4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.

5. I confirm that I have NOT appeared for any XEA INNOVATIONS interview process anywhere in the past 6 months from the date of my interview process.
(If found so, XEA INNOVATIONS may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____

11th March, 2019

Sub: Offer of employment by Pin Click

Dear Nithin Rajmohan,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Nithin Rajmohan**	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.

* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable

11th March, 2019

Sub: Offer of employment by Pin Click

Dear PRAVEEN MAHADEV PATIL,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**PRAVEEN MAHADEV PATIL**	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.

* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable

11th March, 2019

Sub: Offer of employment by Pin Click

Dear MADHAN S,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!
We are offering you the position of **"Property Advisor"**, *with effect from* **1st July, 2019**, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	MADHAN S	
	Designation	**Property Advisor**	
	Department	Sales	
	Date of Joining	01-July -2019	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
Benefits			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	**Sub Total II**	**1,260**	**15,120**
D	**Allowance(3-4 Meeting Per day)**	**6000**	**72,000**
E	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
Total A + C+ D +E	**Cost to the Company**	**46,000**	**5,52,000**
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		

Note: * Performance Enhanced Incentives Is Target Based.
* The Offer/ Salary Is Subjective To Completion Of Training
*During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total **CTC=3,72,000** INR.

* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance. ***TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum** (i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) *Post Probation.
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable

YUKEN INDIA LIMITED

Manufacturers of Oil Hydraulic Equipment
IN COLLABORATION WITH YUKEN KOGYO CO. LTD., JAPAN.
An ISO 9001:2015 Company

Our Ref No:	873. 2148	Factory :	SY NO.11,12,16,17 AND 18,Malur – Hosur road, Koppathimanahalli Village Malur Taluk, Kolar District - 563130
CIN:	L29150KA1976PLC003017	Regd. Office:	No.16/c, Doddanekundi Indl Area, Mahadevapura post, Bangalore 560 048.
Date:	30/03/2022	E-mail:	shekhar.ss@yukenindia.com

LETTER OF EMPLOYMENT

Mr. Varun Kumar C
Emp No: 2465

Dear Mr. Varun,

Reference to your trainee engagement letter no 873.2148 dated 16/03/2020, we Yuken India Limited (hereinafter referred to as the Company) are pleased to offer you employment in our Organization on the following Terms and Conditions, with the effect from 01/04/2022.

1. This offer of employment is subject to your being found medically suitable by a registered Medical Practioner. Please produce the Medical Fitness certificate on the date of Joining.

2. You will be designated as **"Engineer – YU Testing"**

3. You will report to **Mr. Venkatesh C – Manager.**

4. You will be on probation for a period of 6 months from the date you join duty, should your performance be considered not satisfactory, this probationary period may be extended / terminated at the sole discretion of the company.

5. On satisfactory completion of your probationary period, the Company will confirm your appointment in writing. On receipt of such a letter of confirmation, in writing only, you will be deemed to have been confirmed in the services of the company.

6. During the period of probation, you may terminate your employment with us without notice; similarly, the company may terminate your employment without assigning any reasons thereof and without giving any notice whatsoever.

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Our Ref No:	873.2148	Date:	30/03/2022

7. You will be paid Basic Salary of Rs. 14,700/- per month during the period of your probation. Apart from the Basic Salary you are entitled for the following emoluments :-

1.	HRA	Rs. 2,940/- PM
2.	Conveyance Expenses	Rs. 1,900/- PM
3.	Medical Expenses (Reimbursement)	Rs. 1,250/- PM
4.	Canteen Allowance	Rs. 1,300/- PM
5.	Bonus	Rs. 583/- PM
6.	Provident Fund	Rs. 1,800/- PM
7.	LTC	8.33% on Basic PA

8. You are eligible for the Incentives applicable to your grade. Presently the incentive is calculated and distributed based on the company performance. This incentive varies every month.

9. You will be covered under Health Insurance up to Rupees Two Lakh per annum (Self + spouse + children + parents)

10. You are eligible for Gratuity as per the Gratuity Act 1972 and recent amendments to the act.

11. During the period of probation, you may be transferred to any of the Departments of the Company or to any of the Company's Associates / Branches / Sister Concerns or any other concerns whether in existence or which may come in to existence hereafter, anywhere in India at any time as the exigencies of work may require. You may also be assigned to any of the shifts in the factory.

12. Your employment with the company is full-time and you shall not engage in any business or accept any part time or whole time employment other than that with the company, or accept any part time or whole time employment other than that with the Company, whether for remuneration or not.

13. You will carry out and execute all duties and instructions, at all times, assigned by the Company or its authorized representatives, to the best of your ability.

YUKEN

Scanned with CamScanner

Our Ref No:	873.2148	Date:	30/03/2022

14. You may be dismissed from the services of the Company if, at any time it is:
    a. The information given by you in your application or at the interview or at subsequent dates is found to be in-correct, untrue, incomplete or misleading, or if it is found that you have withheld or suppressed any facts which you ought to have disclosed to the company.
    b. You have remained absent for more than 8 consecutive days without prior permission from the Head of your Department, if you have over-stayed sanctioned leave for more than 8 days without reasonable cause.
    c. You are guilty of inefficiency or negligence or theft or fraud or dishonesty in connection with Company's business or property or of any of the misconducts made punishable under the Standing Orders.

15. You will be bound by the Standing Orders of the Company.

If you are agreeable to the above Terms and Conditions, please signify your assent by signing the duplicate or this letter in token of your acceptance, and return the same to us.

For **YUKEN INDIA LIMITED,**

Venkatakrishnan A
CEO

Shekhar S S
Head – HR, IR & Administration

I have understood the above Terms and Conditions and accept them.

Date:
Place: Malur

Signature of the Candidate

YUKEN

Scanned with CamScanner

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Fri, Jul 13, 2018 at 4:46 PM
Subject: Selected Candidate
To: <ladlypatel@gmail.com>
Cc: dsi_placement <dsi_placement@yahoo.com>, Gopal S S <ssgopal@dsu.edu.in>

FYI, Join as per the date given.

---------- Forwarded message ----------
From: <Jagadish.Boodapati-EXT@continental-corporation.com>
Date: Fri, Jul 13, 2018 at 4:38 PM
Subject: Selected Candidate
To: placement@dayanandasagar.edu
Cc: Rajesh.Panicker@continental-corporation.com

Hi Guruvenkatesh/Nagesh,

Thanks for the Great support you have provided in identifying right Talent !!!

Please find selected candidate below. And selected person will have to join us from Thursday 19/07/2018.

Ms.Ladly Patel

We will be releasing offer shortly.

Regards
Jagadish

PHILIPS

25 July 2018

Mr. Vivek Hebbar,

Dear Vivek,

Subject: Engagement as an Intern in Philips India Ltd

We have the pleasure to offer you a training assignment with Philips India Limited as per the following terms of reference:

Terms and Conditions:

1. Your project duration will be from 2nd August 2018 to 2nd July 2019.

2. During this period, you will be paid a consolidated stipend of Rs. 20,000 per month.

3. Your initial reporting location at Philips is at our Philips India Ltd, Bangalore office. However, you may be liable to be posted at any of the establishments of the Company in India.

4. You will be governed by the rules and regulations of Philips as applicable, enforced, amended or altered from time to time during the course of your project.

5. In the course of your project with us, you may acquire information, technical or otherwise, including any computer software, which is confidential or proprietary to the Company or to its subsidiaries or affiliates, its customers, subcontractors or any other individuals or companies having association or relationship with the Company, and/or its affiliates or subsidiaries. You will not, use or disclose during and after completion of your project, any of such information except for the purpose of your project and with prior written consent of Philips. Anything possessed by you, which discloses or embodies such information etc will be delivered to Philips forthwith on demand at the end of your project.

6. All intellectual property rights in any work or material developed by you during the course of your project shall belong to and be the property of company and you confirm that you shall not be entitled to claim any rights over such intellectual property.

7. Any business related expenses incurred as part of your project, approved in advance by your project manager, will be duly reimbursed to you on actual.

8. Philips shall not be liable to pay any amount over and above as mentioned in clause 2 and 7 above. You will have to bear all other expenses concerning your assignment with Philips including but not limited to 1) any local conveyance expenses, 2) your accommodation expenses, 3) your daily travel from residence location to Philips Office(s) etc.

Philips India Limited (formerly "Philips Electronics India Limited")
Philips Innovation Campus
Manyata Tech Park, Nagavara
Bangalore – 560045.INDIA
CIN No. U31902WB1930PLC006663
Tel: +91 80 418900000
Fax: +91 80 41891000

Registered Office:
3rd floor, Tower A, DLF IT Park, 08
Major Arterial Road, New Town (Rajarhat),
Kolkata - 700156
www.philips.com
www.bangalore.philips.com

PHILIPS

9. You are welcome to use facilities available at Philips office location as per company policy and guidelines applicable.

10. Any absence from the office should be with prior approval of your project guide.

11. Completion of the Internship does not in any way bind the Company to offer you an employment at the end of the Internship period. However based on your performance during the internship period you will be considered for employment as per company policy.

12. You are requested to produce all your credentials and educational qualifications certificates for verification and the same will be returned to you after verification. Your candidature is subject to the fulfillment of all the terms and conditions as per the Internship.

13. In the event of gross misconduct, breach of confidentiality/ non-disclosure, refusal to carry out reasonable instructions, dissatisfactory performance of duties and the like, your assignment with Philips will be subject to immediate termination and Philips shall not be liable to pay any stipend or compensation. Philips further reserves the right to other legal recourse as it deems fit to protect its legitimate interests.

14. Kindly return a copy of this letter duly signed by you in acceptance of terms and conditions set out therein.

Sincerely,

For Philips India Ltd.

Sunit Wankhede

Digitally signed by Sunit Wankhede
DN: cn=Sunit Wankhede, o=Philips India Limited, ou=Philips People Services Manager, India, email=sunit.wankhede@philips.com, c=IN
Date: 2018.07.24 19:03:11 +08'00'

Sunit Wankhede
Philips People Services Manager
Philips India

I have carefully read and fully understood the above letter and the terms and conditions. I hereby accept these terms and conditions.

SIGNATURE..... DATE.....

Philips India Limited (formerly "Philips Electronics India Limited")
Philips Innovation Campus
Manyata Tech Park, Nagavara
Bangalore – 560045.INDIA
CIN No. U31902WB1930PLC006663
Tel: +91 80 418900000
Fax: +91 80 41891000

Registered Office:
3rd floor, Tower A, DLF IT Park, 08
Major Arterial Road, New Town (Rajarhat),
Kolkata - 700156
www.philips.com
www.bangalore.philips.com

Date: July 13, 2018

To,

The Placement Officers,
The Dayananda Sagar College of Engineering,
Bangalore

Dear Sir/Madam,

Sub: Internship opportunity at Spirent Communication (India) Pvt Ltd.

This has reference to your email dated June 29, 2018 referring students for internship program at Spirent Communications (India) Private Limited. We have shortlisted Mr. Kumar Abhishek Gaurav for internship position, and we would like him to start the internship program from **01 August 2018** onwards for a period of one year at Spirent Bangalore.

He will report to Mr. Praveena K N who will assign work to him during his Internship. During the internship, he will be paid stipend of INR 25,000/month. (Taxes as applicable).

He will be eligible for 1 leave per month, which can be used for personal use, internal exams / seminar / Project Presentation etc., Any excess leave taken will consider has Loss of Pay. This Internship position will require them to be at office for 5 days a week.

Below mentioned availability of students during the internship period.

Between July 15, 2018 to September 15, 2018 available from Monday to Friday
Between September 16, 2018 to January 16, 2019 available from Monday to Thursday
Between January 17, 2019 to June 16, 2019 available from Monday to Friday

Your Sincerely,

M R Nagaraj
Senior HR Manager,
Spirent Communications India Pvt Ltd

November 7, 2019

Dear Nisarga K.R ,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Nisarga K.R**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

November 7, 2019

Dear Shruti Bevoor,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	**Mr. Shruti Bevoor**	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

APPOINTMENT LETTER

February 16, 2019

Dear Ashwini,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self -directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sanjay A, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: ASHWINI UMAR REDDY

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature ASHWINI UMAR REDDY 16**/2/2019 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

APPOINTMENT LETTER

February 16, 2019

Dear SHARIEF,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self -directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sanjay A, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: SHAIKNAWAZ SHARIEF

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature SHAIKNAWAZ SHARIEF 16/**2/2019 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

November 7, 2019

Mr P NILESH KRISHNA
vinutha0808@gmail.com

Dear Nilesh,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your joining date is **December 2, 2019** and base location will be **Bengaluru**. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10,000/-** out of which **Rs.8,000/-** will be fixed and **Rs.2,000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.2,88,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Compensation Structure			
Name	Mr. NILESH KRISHNA	Position & Department	**Associate - Training**
#	**Components of Total Fixed Pay**		**Per Annum (in INR)**
1	Basic Pay		96,000
2	House Rent Allowance		38,400
3	Medical Allowance		15,000
4	Conveyance Allowance		19,200
5	Special Allowance		49,800
6	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay per annum		**2,40,000**
	Annual Performance Linked Pay (Maximum)		**48,000**
	Total Cost to Company		**2,88,000**

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

Vijay Anand P S
Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

HRD/3T/21-22/1001713979
Mr. TARUN KUMAR
Candidate ID: 1001713812
#2 srinivasa nilaya banahalli road,
chandapura near govt school-560099
India
Ph: (91) 9742606273

July 26, 2019

Dear Tarun Kumar,

SUB: LETTER OF INTENT TO HIRE

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **November 8, 2019** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 500000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at offer_update@infosys.com.

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

APPOINTMENT LETTER

February 16, 2019

Dear C PAVAN K

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self -directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sanjay A, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: C PAVAN KUMAR REDDY

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature C PAVAN KUMAR REDDY 16/**2/2019 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

APPOINTMENT LETTER

February 16, 2019

Dear YUZHOU,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self -directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sanjay A, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: SHAO YUZHOUUMAR REDDY

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature SHAO YUZHOUUMAR REDDY 16**/2/2019 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

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India

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F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

APPOINTMENT LETTER

February 16, 2019

Dear TENZIN,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self -directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sanjay A, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: TENZIN RABYANGUMAR REDDY

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature TENZIN RABYANGUMAR REDDY 16**/2/2019 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

LSOLUTIONS TEAM

72, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

30th January 2019

To,
Mr. Akhila
Bangalore

Dear Akhila,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Market Executive in RE Solutions Team LLP.** Your annual Cost To Company (" CTC") will be INR 300,000/- (Indian Rupees Three Lakhs Only). CTC includes INR 24,000/- per annum as your conveyance reimbursement (Conveyance is defined as travel reimbursement for work related travel only and not conveyance from home and office) and a part of your performance based incentive. As discussed, there could be additional incentive basis your performance.

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 6th February 2019.We expect you to assume your duties at RE Solutions Team on pt July 2019.

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.



The break up of the salary is as below -

FIXEDCOSTTOCOMPANYPERANNUM: In INR **MEDICAL CARE AND ACCIDENTAL INSURANCE** : In INR **VARIABLE** CTC **PER ANNUM BASED ON PERFORMANCE: In INR**	2,70,000 6,000 24,000
TOTAL COST TO COMPANY	3,00,000
Total Variable Salary Based on performance - Paid Annually	24,000
Total Salary for the Month - Paid Monthly	22,500
Particulars	**Monthly Amount**
Basic salary	11,250
House rent allowance	5,625
Conveyance	1,600
Special allowances	2,025
ADD: Conveyance Reimbursement	2,000
Salary Paid for the Month	**22,500**

Warm Regards

Bhawana Khetan
Director
RE Solutions Team LLP

Signed and accepted_____

Date_____

72, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

30th January 2019

To.
Mr. Bharat Kumar Rajpurohit
Bangalore

Dear Bharat,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Market Executive** in **RE Solutions Team LLP**. Your annual Cost To Company ("CTC") will be INR 300,000/- (Indian Rupees Three Lakhs Only). CTC includes INR 24,000/- per annum as your conveyance reimbursement (Conveyance is defined as travel reimbursement for work related travel only and not conveyance from home and office) and a part of your performance based incentive. As discussed, there could be additional incentive basis your performance.

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 6th February 2019 We expect you to assume your duties at RE Solutions Team on 1st July 2019.

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

RE Solutions Team LLP

The break up of the salary is as below -

FIXED COST TO COMPANY PER ANNUM : In INR	2,70,000
MEDICAL CARE AND ACCIDENTAL INSURANCE : In INR	6,000
VARIABLE CTC PER ANNUM BASED ON PERFORMANCE: In INR	24,000
TOTAL COST TO COMPANY	3,00,000
Total Variable Salary Based on performance - Paid Annually	24,000
Total Salary for the Month - Paid Monthly	22,500
Particulars	Monthly Amount
Basic salary	11,250
House rent allowance	5,625
Conveyance	1,600
Special allowances	2,025
ADD: Conveyance Reimbursement	2,000
Salary Paid for the Month	22,500

Warm Regards

Bhawana Khetan
Director
RE Solutions Team LLP

Signed and accepted Bharat Kumar Rajpurohit

Date 01/02/2019

TRIP THRILL

OFFER OF EMPLOYMENT – GUEST EXPERIENCE EXECUTIVE

Dear Mr Harshajith,

We are pleased to offer you the position of Guest Experience Executive. We believe you will be a good addition to our team and are looking forward to having you on board. You will report directly to the undersigned. This position is in-house at our Bengaluru offices and may demand travel as per need.

As we discussed, your salary will be 14,000 during the probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to your performance.

COMMENCEMENT OF EMPLOYMENT
Your date of appointment will be effective from July(Tentative by 1 week of July)

About TripThrill

TripThrill Brand is a homestay curation and management company owned by Velvet Home Stays Pvt. Ltd. We help Individual, Families and Groups (Corporates, Wedding Planners, Event Managers, Party Planners) plan and enjoy the benefit of staying in our handpicked accommodations in destinations across India and abroad. With our organization, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of Customer Experience team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of TripThrill. We are committed to providing you with every opportunity to learn, grow and stretch to the higher level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title : *Guest Experience Executive*

Job description :

End to End Guest management which includes : (Booking Inquiry --> Query Resolution --> Offer --> Deal Closure --> Invoicing and money collection --> On boarding --> Feedback), Property Listing on OTA's, Availability Check with Home owners, Host engagement.

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8) Liaison with Operations Manager to resolve any issue pertaining to guest complaints/feedback and follow up with them
9) Provide immediate assistance to guests as requested
10) Ensure clean stay premises by Host to guests
11) Ensure and provide professional guest service
12) Responsible to carry out schedule according to itinerary
13) Work towards achieving set goals, present ideas for continuous improvement.

Start Date: July (Tentative by 1week of July)

Compensation: CTC INR 3.25 to 3.6 Lakh per Annum.

- Monthly Remuneration INR 14,000/-per month
- Incentive or Variable (Sales Based) -INR 0 to INR 10,000/-per month (60,000/-)
- Performance Bonus -At Management Discretion
- Other Perks -Communication Expenses (INR 6,000/-)

(Note: Statutory requirements of PF and ESI, as applicable, shall be deducted from the Monthly Remuneration and the relevant details shall be shared with you)

Probation Period: The in hand salary will be INR 14,000 per month during probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to their performance. The joining date would be in July (would like to know the end date of their examination, please share the same once you get the details).

Incentives: As per month plan or at management discretion.

Notice period: A Notice period of 30 days is required for termination of the employment.

Reporting: You will be reporting to Lead / Mentor Operations Team.

Code of Conduct :

a) During the period of employment, you will serve honestly, faithfully, diligently and efficiently for the growth of the Company. You shall honor your obligations under this Agreement and any other agreement that you may be required to sign with the Company.
b) Your conduct shall be in conformity with the code of conduct, as in force from time to time. Further, you shall carry out the instructions in letter and spirit, given by your superiors and shall not disobey any instructions given.
c) You shall not indulge in any unethical practices like "go slow" or non-cooperation during the course of your employment with the Company.
d) You would be required to apply and maintain the highest standards of professional and personal conduct and integrity and comply with all the policies and procedures of the Company including but not limited to policies related to Confidential Information *(defined hereinafter)*. These policies are updated on a periodical basis and may be introduced from time to time. As and when this happens, you will be notified and you will be required to comply with the same.
e) Should the need for disciplinary action be deemed necessary, this will be taken in accordance with the Company's policies and procedures.

Leave & Holidays:

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a) You are entitled to 1.5 Days of paid leaves every month, and such other holidays as declared by the management of the Company.
b) Sick Leave of 8 days per year (Valid proof may be asked for, before approval).
c) You may be called for work on holidays if the exigencies of work so require. In view of your position, it may be necessary for you to attend to your duties at odd hours.
d) Any leave not sanctioned in advance will be treated as unauthorized absence and will attract loss of pay or even termination from job as deemed suitable by management. Leave is not a matter of right and must be applied in advance for availing leaves.

Confidentiality

a) "Confidential Information" shall include, but is not limited to, any trade secret, technique, strategy, component, concept, program, report, study, memorandum, correspondence, documentation, information, manual, record, data, technology, product, plan, design, procedure, method, invention, sample, notes, summaries, analyses, compilations and other writings, cell lines and procedures and formulations for producing any such sample, medium, product, heater, and/or cell line, process, formula or test data relating to any research project, work in progress, future development, engineering, manufacturing, marketing, pricing, billing, servicing, financing, personnel matter, present or future products, sales, suppliers, clients, customers, employees, investors, or any other information which the Company provides to the Employee or which the Employee is exposed to as a result of the employment, whether in oral, written, graphic or electronic form and whether or not such information is identified as such by an appropriate stamp or marking and shall include any such information disclosed by the Company to the Employee in relation to the Company's business, projects or in relation to the business of the Company.
b) At all times you will maintain absolute confidentiality about all matters relating to the business and projects of the Company. You will not disclose any information or documents to any external party whilst in the employment of the Company or thereafter.
c) All Confidential Information is and shall remain the property of the Company, or in the case of information that the Company receives from a third party which the Company is obligated to treat as confidential, then the property of such third party.

We look forward to having you to work with us in an atmosphere that is successful and mutually challenging and rewarding.

For **Velvet Home Stays Private Limited,**

Authorized Signatory

I hereby accept the terms of my appointment as stated in this letter :

Sign

Name : HARSHAJITH S.D.

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LSOLUTIONS TEAM

72, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

30th January 2019

To,
Ms. Monica Solanki
Bangalore

Dear Monica Solanki,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Market Executive in RE Solutions Team LLP.** Your annual Cost To Company (" CTC") will be INR 300,000/- (Indian Rupees Three Lakhs Only). CTC includes INR 24,000/- per annum as your conveyance reimbursement (Conveyance is defined as travel reimbursement for work related travel only and not conveyance from home and office) and a part of your performance based incentive. As discussed, there could be additional incentive basis your performance.

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 6th February 2019.We expect you to assume your duties at RE Solutions Team on pt July 2019.

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.



The break up of the salary is as below -

FIXEDCOSTTOCOMPANYPERANNUM: In INR **MEDICAL CARE AND ACCIDENTAL INSURANCE** : In INR **VARIABLE** CTC **PER ANNUM BASED ON PERFORMANCE: In INR**	2,70,000 6,000 24,000
TOTAL COST TO COMPANY	3,00,000
Total Variable Salary Based on performance - Paid Annually	24,000
Total Salary for the Month - Paid Monthly	22,500
Particulars	**Monthly Amount**
Basic salary	11,250
House rent allowance	5,625
Conveyance	1,600
Special allowances	2,025
ADD: Conveyance Reimbursement	2,000
Salary Paid for the Month	**22,500**

Warm Regards

Bhawana Khetan
Director
RE Solutions Team LLP

Signed and accepted_____

Date_____

LSOLUTIONS TEAM

72, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

30th January 2019

To,
Mr. Abeer Saad
Bangalore

Dear Abeer Saad,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Market Executive in RE Solutions Team LLP.** Your annual Cost To Company (" CTC") will be INR 300,000/- (Indian Rupees Three Lakhs Only). CTC includes INR 24,000/- per annum as your conveyance reimbursement (Conveyance is defined as travel reimbursement for work related travel only and not conveyance from home and office) and a part of your performance based incentive. As discussed, there could be additional incentive basis your performance.

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 6th February 2019.We expect you to assume your duties at RE Solutions Team on pt July 2019.

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.



The break up of the salary is as below -

FIXEDCOSTTOCOMPANYPERANNUM: In INR **MEDICAL CARE AND ACCIDENTAL INSURANCE** : In INR **VARIABLE** CTC **PER ANNUM BASED ON PERFORMANCE: In INR**	2,70,000 6,000 24,000
TOTAL COST TO COMPANY	3,00,000
Total Variable Salary Based on performance - Paid Annually	24,000
Total Salary for the Month - Paid Monthly	22,500
Particulars	**Monthly Amount**
Basic salary	11,250
House rent allowance	5,625
Conveyance	1,600
Special allowances	2,025
ADD: Conveyance Reimbursement	2,000
Salary Paid for the Month	**22,500**

Warm Regards

Bhawana Khetan
Director
RE Solutions Team LLP

Signed and accepted_____

Date_____

Dear MrK.Prakash,

We are pleased to offer you the position ofGuest Experience Executive. We believe you will be a good addition to our team and are looking forward to having you on board. You will report directly to the undersigned. This position is in-house at our Bengaluru offices and may demand travel as per need.

As we discussed, your salary will be 14,000 during the probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to your performance.

COMMENCEMENT OF EMPLOYMENT
Your date of appointment will be effective from July(Tentative by 1week of July)

About TripThrill

TripThrill Brand is a homestay curation and management company owned by Velvet Home Stays Pvt. Ltd. We help Individual, Families and Groups (Corporates, Wedding Planners, Event Managers, Party Planners) plan and enjoy the benefit of staying in our handpicked accommodations in destinations across India and abroad. With our organization, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of Customer Experience team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of TripThrill. We are committed to providing you with every opportunity to learn, grow and stretch to the higher level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title : *Guest Experience Executive*

Job description :

End to End Guest management which includes : (Booking Inquiry --> Query Resolution --> Offer --> Deal Closure --> Invoicing and money collection --> On boarding --> Feedback), Property Listing on OTA's, Availability Check with Home owners, Host engagement.

1) Responsible for making the stay of guest pleasant, memorable and comfortable
2) Grievance Management - Coordinate and manage communication between guests and staff and follow up to ensure no customer concerns grievances.
3) Promote all homestay amenities, conveniences and programs offered
4) Ensure that the facility operates efficiently within the guidelines of all policies and procedures
5) Collect payments, maintain data about all funds and expenditures
6) Supervise day-to-day operations, and ensure that the host meets the quality standards
7) Ensure check-in and check-out procedures are carried out in a warm and friendly manner

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11) Ensure and provide professional guest service
12) Responsible to carry out schedule according to itinerary
13) Work towards achieving set goals, present ideas for continuous improvement.

Start Date: July (Tentative by 1week of July)

Compensation: CTC INR 3.25 to 3.6 Lakh per Annum.

- Monthly Remuneration INR 14,000/-per month
- Incentive or Variable (Sales Based) -INR 0 to INR 10,000/-per month (60,000/-)
- Performance Bonus -At Management Discretion
- Other Perks -Communication Expenses (INR 6,000/-)

(Note: Statutory requirements of PF and ESI, as applicable, shall be deducted from the Monthly Remuneration and the relevant details shall be shared with you)

Probation Period: The in hand salary will be INR 14,000 per month during probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to their performance. The joining date would be in July (would like to know the end date of their examination, please share the same once you get the details).

Incentives: As per month plan or at management discretion.

Notice period: A Notice period of 30 days is required for termination of the employment.

Reporting: You will be reporting to Lead / Mentor Operations Team.

Code of Conduct :

a) During the period of employment, you will serve honestly, faithfully, diligently and efficiently for the growth of the Company. You shall honor your obligations under this Agreement and any other agreement that you may be required to sign with the Company.
b) Your conduct shall be in conformity with the code of conduct, as in force from time to time. Further, you shall carry out the instructions in letter and spirit, given by your superiors and shall not disobey any instructions given.
c) You shall not indulge in any unethical practices like "go slow" or non-cooperation during the course of your employment with the Company.
d) You would be required to apply and maintain the highest standards of professional and personal conduct and integrity and comply with all the policies and procedures of the Company including but not limited to policies related to Confidential Information *(defined hereinafter)*. These policies are updated on a periodical basis and may be introduced from time to time. As and when this happens, you will be notified and you will be required to comply with the same.
e) Should the need for disciplinary action be deemed necessary, this will be taken in accordance with the Company's policies and procedures.

Leave & Holidays:

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c) You may be called for work on holidays if the exigencies of work so require. In view of your position, it may be necessary for you to attend to your duties at odd hours.

d) Any leave not sanctioned in advance will be treated as unauthorized absence and will attract loss of pay or even termination from job as deemed suitable by management. Leave is not a matter of right and must be applied in advance for availing leaves.

Confidentiality

a) "Confidential Information" shall include, but is not limited to, any trade secret, technique, strategy, component, concept, program, report, study, memorandum, correspondence, documentation, information, manual, record, data, technology, product, plan, design, procedure, method, invention, sample, notes, summaries, analyses, compilations and other writings, cell lines and procedures and formulations for producing any such sample, medium, product, heater, and/or cell line, process, formula or test data relating to any research project, work in progress, future development, engineering, manufacturing, marketing, pricing, billing, servicing, financing, personnel matter, present or future products, sales, suppliers, clients, customers, employees, investors, or any other information which the Company provides to the Employee or which the Employee is exposed to as a result of the employment, whether in oral, written, graphic or electronic form and whether or not such information is identified as such by an appropriate stamp or marking and shall include any such information disclosed by the Company to the Employee in relation to the Company's business, projects or in relation to the business of the Company.

b) At all times you will maintain absolute confidentiality about all matters relating to the business and projects of the Company. You will not disclose any information or documents to any external party whilst in the employment of the Company or thereafter.

c) All Confidential Information is and shall remain the property of the Company, or in the case of information that the Company receives from a third party which the Company is obligated to treat as confidential, then the property of such third party.

We look forward to having you to work with us in an atmosphere that is successful and mutually challenging and rewarding.

For Velvet Home Stays Private Limited,

Authorized Signatory

I hereby accept the terms of my appointment as stated in this letter :

K. Prakash

Sign

Name : K. PRAKASH

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[24]7

13th December 2019

Letter of Intent

Dear **Himanshu Rajput**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

[24]7

13th December 2019

Letter of Intent

Dear **Rishav Ankit**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

[24]7

13th December 2019

Letter of Intent

Dear **Santosh S**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

[24]7

13th December 2019

Letter of Intent

Dear **Swathi Pradeep**

Congratulations!!

With reference to your application and subsequent interviews with us, we are pleased to offer you the position of **Digital Interaction Executive** in our Company. Your beginning annual remuneration will be **INR 2,88,000/- .**

In addition you will be eligible to participate in:

- **Two way free transport, PF, Gratuity, Medical Insurance**

This offer and your employment are conditional upon the Company receiving satisfactory background check results. Please note if the Company is not satisfied with background verification report, the Company reserves the right to withdraw or delay this offer of employment. So Kindly provide 2 references for background verification.

Mandatory Documents to be emailed before or produced on the day of Joining: (1 set of Photocopies as well as Originals)

1. **Highest Education Certificate and Mark sheets (10th, 12th, Graduation)**
2. **Photo Id Proof - Passport / Driving License / Voter's ID**
3. **PAN card**
4. **Aadhar Card**
5. **4 Passport size Photographs (in White Background)**
6. **CV (Resume)**

Regards,

Human Resources

[24]7.ai

Prestige Tech Platina 2, Marathahalli Sarjapura Outer Ring Road, Kadabeesanahalli, **Bengaluru**, Karnataka 560087

Dayananda Sagar Institutions

DSI PLACEMENT <placement1@dayanandasagar.edu>

Offer letter Joining Confirmation!

---------- Forwarded message ---------
From: **Recruitment DG** <recruitment@dreamgains.com>
Date: Fri, Sep 20, 2019, 3:10 PM
Subject: Joining Confirmation!
To:

Dear Bhoomika,
As we discussed, We glad to inform you that You have been selected as Relationship-Manager for our company and **expected date of joining is 23/09/2019(Monday) and your reporting time will be 8.50 am.**

Kindly come with the following Documents (Photocopy):

1. **2 Passport size photograph.**
2. **ID Proof(Aadhar card) and Pan card.**
3. **10th and 12th Marks Card.**

LETTER OF INTENT

Date: 20/09/2019

Dear Candidate,

Congratulations!!!

With reference to your application & the subsequent interview you had with us, we are pleased to offer you the **position of Relationship-Manager in our organisation. You would be required to join us on 23/09/2019**

failing which this offer will automatically stand cancelled, unless a new date is agreed to by us in writing.

Your total Cost to the Company will be Rs.5, 03, 400 /- (inclusive of fixed + performance linked incentive).

Components	Fig in INR/Month
Basic	8,400
HRA	3,600
AA	1400
TA	800
MA	1,250
SA	4,550
Total Fixed Cash	20,000
ESI/Insurance	950
PLI	21,000
Total	41,950
Total CTC	503,400

You will be on training for a period of 5 days; there after clearing the evaluation process, you will enter the probation for a period of 3 months. A detailed Employment confirmation letter will be given to you subject to the

clearance of the probation completion period criteria.
We congratulate you on your appointment and wish you a long and successful career with us. We are confident

that together we can build a world leader. We assure you of our support for your professional development and growth.

For DreamGains Financials India Private Limited

Rajen Patwari
HR Manager

--
Regards,

DreamGains

Rajen Patwari
Human Resource

Dreamgains Financials India Private Limited

P: +91 7829075747 Mob: +91 8073995349

A: #219, 1st Floor, Gajanana Towers, 9th Cross Rd, 2nd Phase, JP Nagar, Bengaluru,560078

W: www.dreamgains.com E: recruitment@dreamgains.com

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Ankit Varma,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52** LPA is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Ankit Varma**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Ankit Varma**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

**Note: ***Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Prashant Kumar Jha,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52 LPA** is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Prashant Kumar Jha**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
	Benefits		
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Prashant Kumar Jha**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
	Benefits		
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: *Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra Co
Founder

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Varun Narain,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52 LPA** is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Varun Narain**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Varun Narain**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	**1st July 2019**	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

**Note: ***Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Nitin Swamy,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52** LPA is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Nitin Swamy**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Nitin Swamy**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

**Note: ***Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Pratiksha Kulkarni,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52** LPA is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Ankit Varma**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Ankit Varma**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

**Note: ***Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Tarpara Viraj,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52 LPA** is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Tarpara Viraj**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Srikanth k**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

**Note: ***Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with valid driving license

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Harshith B,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52 LPA** is applicable and attached herewith Annexure B**.**

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Harshith B**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	**20,891**	**2,50,692**
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	**Net Salary**	**19,899**	**2,38,788**
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	**1,109**	**13,308**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
	Performance Enhanced Incentives	**24,000**	**2,88,000**

Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

* In the above annexure 3000 rupees include Petrol allowance and 500 rupees mobile bill.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Harshith B**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	**Net Salary**	**22,640**	**2,71,680**
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**22,000**	**2,64,000**
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- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Letter of Intent

a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

1st July 2019

Sub: Offer of employment by Pin Click

Dear **Dushyanth Bhat,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Associate Property Advisor"**, *with effect from* ***1st July 2019.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the PPO is confirmed **5.52** LPA is applicable and attached herewith Annexure B.

2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside.In which case, all transfer facilities applicable by company policies will be made available toyou.

3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance

4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

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7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

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The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Dushyanth Bhat**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
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* Two-wheeler is mandatory with valid driving license

* 7-10 days of training period

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- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**Dushyanth Bhat**	
	Designation	**Associate Property Advisor**	
	Department	**Sales**	
	Date of Joining	***1st July 2019***	
	CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
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a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.

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I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name:_____ Signature:_____

Date:_____ Anticipated Start Date:_____

From: Rajen, Mamatha
Sent: Monday, December 10, 2018 6:55 PM
To: 'PAYAL DSI PLACEMENT' <placement1@dayanandasagar.edu>
Cc: Philip, Bibin <Bibin.Philip@bioclinica.com>
Subject: Campus interview shortlists

Hi Payal,

Trust you are doing well today.

It was a privilege to participate in the Campus Recruitment drive at **Dayanand Sagar Institutions.**
Thank you and your team for all the arrangements and assistance extended to us.

The below are the students who have been selected in the Interviews. Please ensure that the below students are not part of
Interviews with other companies.

1. **Madathala Ramana Reddy (Pharm D)**
2. **Soumya Shastry (Pharm D)**
3. **Shaik Abdul Rouf (Pharm D)**
4. **K Vaishnavi (Pharm D)**
5. **Rimsha Rahman (B Pharmacy)**
6. **Jahnavi Simhadri (Pharm D)**
7. **Surabattula Venkata Asish (Pharm D)**

I shall revert with the next steps at the earliest. Please reach out to me for any queries.

Thanks,
Mamatha

Best Regards,

Mamatha Rajen
Manager – Talent Acquisition

Bioclinica
#18/2, V G Heritage Building, Vani Vilas Road, Bangalore – 560 004.
Office +91-080-66717700
Mobile +91- 9740285705
email mamatha.rajen@bioclinica.com
bioclinica.com



Cipla

ALIVE ASPIRE • LEARN • INNOVATE • VOICE • ENGAGE | SURGE It starts with Cipla!

Letter of Intent to Hire

This letter is evidence that below student/(s) has/have been offered employment via Campus recruitment program:

S. No.	Name of the student	Role details	Offered Compensation	Benefits	Student's Signature
1	Nivedhitha K.R.	PM	2.75 lpa	Allowances	Nivedhitha
2	Bharath				
3					
4					
5					
6					
7					
8					
9					
10					

Authorized Signatory (Original): Sailee C. / Akanksha

Signatory's Name and Designation: Sr. Mgr - HR / Akanksha - Sr Mgr HR

Institute Name: Dayanand Sagar University

Institute address: Bangalore

Date: 22/02/19

Scanned by CamScanner

Cipla

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S. No.	Name of the student	Role details	Offered Compensation	Benefits	Student's Signature
1	Nivedita K.R.	₹ PM	₹ 2.75 lpa	₹ Allowances	Nivedita
2	Bharath				
3					
4					
5					
6					
7					
8					
9					
10					

Authorized Signatory (Original): Sailee C. / Akanksha

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Institute address: Bangalore

Date: 22/02/19

Scanned by CamScanner

IQVIA : Confirmation on Final Selects - Campus Drive - 14-Dec-2018 - Bangalore

Inbox

Mohanan, Fincy EX1 <Fincy.Mohanan@iqvia.com> Mon, Jan 7, 2019, 10:41 AM

to me, Ullas

Hi Ramesh,

Greetings of the day!!

Below are the students who have been selected from your esteemed college – Dayananda Sagar College of Pharmacy in the Placement drive held on 14-Dec-2018.

1. Divya Madhu
2. Kabita Kumari
3. Navaneeth Kunnumbrath
4. Sourav Bag
5. Rimsha Rehman
6. Kartik Khandelwal
7. Syed Abbas
8. Phurbu Tashi
9. Adarsh Sureshkumar

Congratulations to all these students and wish them all the best !!

Thanks & Regards
Fincy T Mohanan
Recruiter 1
India Talent Acquisition

IMS Health & Quintiles are now IQVIA™

Learn more about IQVIA™
Contact no. : 9513522103
Etamin Block, Wing B, 1st floor
Prestige Tech Park II,
Marathalli-Sarjapur Outer Ring Road,
Bangalore - 560103

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Bangalore - 560103

---------- Forwarded message ---------
From: **suja s** <suja.s@molecularconnections.com>
Date: Tue, Jun 4, 2019 at 12:12 PM
Subject: RE: Opportunities at Molecular Connections- Bangalore & Coimbatore
To: Ramesh Babu <placementslifesciencedsi@gmail.com>

Dear Ramesh,

Please find the list of interview candidates who had attended the interview and selects on 31.05.2019

SL NO	Interview Date	Candidate's Name	Qualification	Status
1	31.05.2019	ROHINI T	B.PHARMA	SELECTED
2	31.05.2019	ALISON LUGAN	PHRAMA D	REJECTED
3	31.05.2019	RADHA RAMAN RAJ	M.SC BIOTEHNOLOGY	REJECTED
4	31.05.2019	UDBHAVI K B	B.E BIOTECHNOLOGY	REJECTED
5	31.05.2019	VARSHITHA B N	B.E BIOTECHNOLOGY	REJECTED
6	31.05.2019	MARUDWATI J	M.SC BIOTEHNOLOGY	REJECTED
7	31.05.2019	KUMUDA K N	M.SC MICROBIOLOGY	REJECTED
8	31.05.2019	N V SAI SWAROOP	M.SC MICROBIOLOGY	REJECTED
9	31.05.2019	MOAKUM	M.SC MICROBIOLOGY	REJECTED
10	31.05.2019	BASHIR	M.PHARMA	REJECTED
11	31.05.2019	I REKHA	M.SC BIOTEHNOLOGY	REJECTED
12	31.05.2019	GOKUL D R	B.PHARMA	REJECTED

Thanks & Regards,

Suja Sajiv| HR Team | 8152062432

Molecular Connections Pvt Ltd

Ph: +91 80 40907929

Website- www.molecularconnections.com

Notification-Selected Students from Campus Drive

Inbox

Ashok Ivan Rodrigues <Ashok.Rodrigues@mylan.com> Thu, Feb 28, 2019, 10:01 AM

to me

Dear Mr. Ramesh Babu,

At the outset, we thank your institution and student's participation in campus recruitment for B. Pharm conducted at PES College of Pharmacy on 12th Feb 2019.

We are pleased to declare final shortlisted student from your esteem institution to join Mylan Apprentice program for the year 2019 – 20. Students shall be joining us post completion of their final year examination and results of B. Pharm. They should clear all subjects from all the semesters to be part of this program as conveyed during our presentation.

We shall roll out the apprentice offer letter from Mylan to the students post submission of their final year results and fulfilling the above said conditions. We shall also intimate you (institute) for apprentice offers rolled out by us for your reference and records.

List of students shortlisted:

Sl. No.	Name of the Student	Candidate College Name	Qualification	Date of Interview	Drive College @
1	Gokul K R	Dayanand Sagar University	B. Pharma	12-Feb-19	P.E.S College Bangalore

Kindly confirm and acknowledge for our records and further process.

Feel free to revert for any additional information if required.

Regards,
Ashok Ivan
Dy- Manager – Human Relations
Mylan Laboratories Limited
No. 284-B/1, Bommasandra Jigani Link Road Industrial Area
Jigani Hobli, Anekal Taluk
Bangalore – 560 105
Direct: +91 80 39254984
Mobile: +91 9740529642

Mylan
Better Health for a Better World

Prakriti Chaturvedi <prakriti.chaturvedi@olx.com> Thu, Sep 12, 2019, 11:02 AM

to me, Siddhartha, Guruvenkatesh, Nagesh, vijaykumar

Hi Ramesh,

Greeting from OLX group ,

Here are the selected Candidates name from Pharma list :
Deepak KV & Ranjith Reddy
Out of 11 , 5 candidates have been processed as rest 6 are outstation candidates.

Thanks
Prakriti Chaturvedi

Prakriti Chaturvedi <prakriti.chaturvedi@olx.com> Thu, Sep 12, 2019, 11:02 AM

to me, Siddhartha, Guruvenkatesh, Nagesh, vijaykumar

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Out of 11 , 5 candidates have been processed as rest 6 are outstation candidates.

Thanks
Prakriti Chaturvedi

TeamLease™
Putting India to Work

Date: 11 Nov 2019

Mr Saurabh Verma
nawab ganj post markeenganj next to
the sheetlaa temple ghazipur 233001 uttar
pradesh 233001

Employee No: 1744046
Dear Mr Saurabh Verma

Appointment Letter

We are pleased to appoint you in our organization as Senior Officer subject to the following terms and conditions:

1. Your contract will commence from 11 Nov 2019 and expire on 10 Nov 2020 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 11 Nov 2019 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.

2. You hereby agree to be liable for the following terms and conditions:

   i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
   ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
   iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
   iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
   v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
   vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
   vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
   viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
   ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.

3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.

4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.

5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.

6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.

7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to

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TeamLease Services Limited., CIN No. U74140MH2000PTC124003
BMTC Commercial Complex, 8th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com
Registered Office: No 6, 3rd Floor, C Wing, Laxmi Towers, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051

make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

9. The salary payout will be made latest by 9th of the following month.

10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.

11. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.

12. During your employment with TeamLease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled/revoked.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, Officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to Teamlease through email or through the toll free number which is provide to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED

(Authorized Signatory)

Accepted and Agreed

Signature and date:
Name: SAURABH VERMA

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TeamLease™
Putting India to Work

Salary Annexure

Employee No: 1744046

Particulars	Amounts
Basic	9193
House Rent Allowance	3677
Conveyance	1600
Employer PF Contribution	1938
ESIC - Employer	682
Insurance	595
Works Allowance	5357
Statutory Bonus	1135
TotalAmount	24177
Amount In Words(Rs)	Twenty Four Thousand One Hundred Seventy Seven rupees

Net Pay Annexure

EARNINGS	Amounts
Basic	9193
House Rent Allowance	3677
Conveyance	1600
Works Allowance	5357
Statutory Bonus	1135
Gross Earnings	**20962**
DEDUCTION *	**Amounts**
Employee ESI	158
Employee PF	1938
Professional Tax	200
Total Deduction	**2296**
Net Salary	**18666**

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961
** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

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Nov,28, 2019

Akshaya Kailasnathan
52th Cross Rd, 1st Stage, Kumaraswamy Layout,
Bengaluru, Karnataka 560078

Dear Akshaya Kailasnathan :

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Revenue Cycle Specialist at Bangalore, India - North Gate in Bangalore East Taluk. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

Your position at Cerner is subject to a minimum probationary period of six (6) months. Your continued employment may be confirmed at the end of the probationary period if your performance is satisfactory. Your probationary period will count towards your continuous employment.

COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 3,00,000.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 3,63,956 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the benefits brochure for additional details.

EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

OFFER OF EMPLOYMENT

The purpose of this Invitation of Employment is to put in writing the specifics of our offer of employment to commence work with Cerner by July 6, 2020. This Invitation of Employment is contingent upon receipt of a satisfactory outcome of a background check and proceeds on the basis that information you provided is accurate.

Please acknowledge and electronically accept this Invitation of Employment by Nov 29, 2019, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Eby Mathai
Recruiter

ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature:_____
Akshaya Kailasnathan

Today's Date: _____

Nov,28, 2019

Arpitha C D
1st Stage, Kumaraswamy Layout,
Bengaluru, Karnataka 560078

Dear Arpitha C D:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Revenue Cycle Specialist at Bangalore, India - North Gate in Bangalore East Taluk. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

Your position at Cerner is subject to a minimum probationary period of six (6) months. Your continued employment may be confirmed at the end of the probationary period if your performance is satisfactory. Your probationary period will count towards your continuous employment.

COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 3,00,000.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 3,63,956 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the benefits brochure for additional details.

EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

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Sincerely,



Eby Mathai
Recruiter

ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature:_____
Arpitha C D

Today's Date: _____

Nov,28, 2019

Varshitha S
2, BTM Layout, Bengaluru,
Karnataka 560076

Dear Varshitha S:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Revenue Cycle Specialist at Bangalore, India - North Gate in Bangalore East Taluk. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

Your position at Cerner is subject to a minimum probationary period of six (6) months. Your continued employment may be confirmed at the end of the probationary period if your performance is satisfactory. Your probationary period will count towards your continuous employment.

COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 3,00,000.

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Please acknowledge and electronically accept this Invitation of Employment by Nov 29, 2019, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Eby Mathai
Recruiter

ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature:_____
Varshitha S

Today's Date: _____



Dear Pratyusha R,

Congratulations! I am delighted to be the first to welcome you to our global Covance family. Of hundreds of exceptionally qualified candidates we considered, your experience and ambition set you apart. You're joining a select and prestigious group of thought leaders, innovators and industry pioneers. You'll play an integral role in bringing new scientific discoveries to life and will directly improve patient outcomes through your everyday work.

Pending your employment contract, I am delighted to confirm the details of our offer to you:

Business Unit: Clinical Trial Testing Solutions

Business Title: Desktop Publishing

Fixed Compensation: INR 320000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,19th March 2019 at 8:30 AM

Reporting Address: Covance India Pharmaceutical Services Private Limited,

No. 29, Union Street, MSR Vaishnavi, Off Cubbon Road, Bangalore 560001. (Near Cubbon Park Metro Station)

Your shift working schedule will be determined upon completion of your on-boarding.



Dear Bhoomika T N,

Congratulations! I am delighted to be the first to welcome you to our global Covance family. Of hundreds of exceptionally qualified candidates we considered, your experience and ambition set you apart. You're joining a select and prestigious group of thought leaders, innovators and industry pioneers. You'll play an integral role in bringing new scientific discoveries to life and will directly improve patient outcomes through your everyday work.

Pending your employment contract, I am delighted to confirm the details of our offer to you:

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Business Title: Desktop Publishing

Fixed Compensation: INR 320000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,19th March 2019 at 8:30 AM

Reporting Address: Covance India Pharmaceutical Services Private Limited,

No. 29, Union Street, MSR Vaishnavi, Off Cubbon Road, Bangalore 560001. (Near Cubbon Park Metro Station)

Your shift working schedule will be determined upon completion of your on-boarding.



Dear Pramod Rame Gowda H S,

Congratulations! I am delighted to be the first to welcome you to our global Covance family. Of hundreds of exceptionally qualified candidates we considered, your experience and ambition set you apart. You're joining a select and prestigious group of thought leaders, innovators and industry pioneers. You'll play an integral role in bringing new scientific discoveries to life and will directly improve patient outcomes through your everyday work.

Pending your employment contract, I am delighted to confirm the details of our offer to you:

Business Unit: Clinical Trial Testing Solutions

Business Title: Desktop Publishing

Fixed Compensation: INR 320000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,19th March 2019 at 8:30 AM

Reporting Address: Covance India Pharmaceutical Services Private Limited,

No. 29, Union Street, MSR Vaishnavi, Off Cubbon Road, Bangalore 560001. (Near Cubbon Park Metro Station)

Your shift working schedule will be determined upon completion of your on-boarding.



Dear Swetha V,

Congratulations! I am delighted to be the first to welcome you to our global Covance family. Of hundreds of exceptionally qualified candidates we considered, your experience and ambition set you apart. You're joining a select and prestigious group of thought leaders, innovators and industry pioneers. You'll play an integral role in bringing new scientific discoveries to life and will directly improve patient outcomes through your everyday work.

Pending your employment contract, I am delighted to confirm the details of our offer to you:

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Business Title: Desktop Publishing

Fixed Compensation: INR 320000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,19th March 2019 at 8:30 AM

Reporting Address: Covance India Pharmaceutical Services Private Limited,

No. 29, Union Street, MSR Vaishnavi, Off Cubbon Road, Bangalore 560001. (Near Cubbon Park Metro Station)

Your shift working schedule will be determined upon completion of your on-boarding.

Dec 16th, 2019

PERSONAL & CONFIDENTIAL

Manasa V

Re: Offer of Employment

Dear Manasa V,

On behalf of **HealthPlix Technologies Private Limited (the "Company" or "HealthPlix Technologies"),** we are pleased to offer you employment on the following terms in. Your start date will be July 19th, 2021 ("Start Date").

- **Position**. Your title will be **Business Development Manager - Inside Sales.** Grade **A1**. You will render such business, design and technical services in the performance of your duties, consistent with your position within the company and such other duties as will be assigned to you by the company.

- **Cash Compensation.** Your annual CTC will be INR 6,00,000 (Rupees Six Lac Only). From the above CTC, INR 3,00,000 (Rupees Three Lac Only) per annum will be fixed, INR 25,000 (Rupees Twenty-Five Thousand Only) for the first year, will be the retention component which will be paid after completing one year with the company, and up to INR 2,75,000 (Rupees Two Lac Seventy-Five thousand only) per annum will be the variable component which will be paid as per mutually decided criteria between you and your manager. The break-up is shared in the below annexure.

- **Exploratory Period.** The first 6 months of your employment will be subject to an exploratory period.

- **Other Engagements.** You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your Director before being associated or contributing to any forums, groups, projects or non-profit seeking bodies. Any failure in this regard may be liable to dismissal by the Company without notice.

- **Termination.** Your employment may be terminated by either party by giving 60 days prior notice. In case you wish to resign there is a notice period of 60 days or in lieu thereof pay the company INR 75,000 or 2- months' salary whichever is higher. During the exploratory period, the employee is required to give a (2) months' notice for termination of employment. The company may terminate your employment by giving one (1) week notice. In case the employee resigns/ give notice for termination of employment, the Company at their sole discretion may relieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period.

The company may terminate your employment without notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties, you will be liable to dismissal by the Company without notice.

On termination, a reconciliation of reimbursements against monthly accrued allowances will be calculated. You agree for company to offset any overpayment against any money owing to you on termination of employment.

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any phones, laptops, car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

- **Prior Obligations.** By placing your signature below, you acknowledge that neither commencing employment with the Company, nor performing your duties on behalf of the Company, will conflict with, constitute a breach under, or give any third-party rights to Company intellectual property pursuant to, any agreement, contract or other arrangement to which you are subject. You are being offered employment at HealthPlix Technologies based on your personal skills and experience, and not due to your knowledge of any confidential, proprietary or trade secret information of a prior or current employer. Should you accept this offer, we do not want you to make use of or disclose any such information or to retain or disclose any materials from a prior or current employer. Likewise, as an employee of HealthPlix Technologies, it is likely that you will become knowledgeable about confidential, trade secret and/or proprietary information related to the operations, products and services of HealthPlix Technologies and its clients. To protect the interests of both HealthPlix Technologies and its clients, all employees are required to read and sign the "Confidential Information, Invention Assignment and Arbitration Agreement" as a condition of employment with HealthPlix Technologies. This Agreement, which provides for arbitration of all disputes arising out of your employment, will be provided for your review; you will be required to sign it on your first day of employment.

- **Company Information.** Employee agrees at all times during the Term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company, except under a non-disclosure agreement duly authorized and executed by the Company. Employee understands that "Confidential Information" means any non-public information that relates to the actual or anticipated business or research and development of the Company, technical data, trade secrets or know-how, including, but not limited to, research, product plans or other information regarding Company's products or services and markets therefore, customer lists and customers (including, but not limited to, customers of the Company on whom Employee called or with whom Employee became acquainted during his entire term of his employment with the Company), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, business plans, strategy or other business information. Employee further understands that Confidential Information does not include any of the foregoing items, which have become publicly known and made generally available through no wrongful act of Employee's or of others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

The parties agree that disclosures of Confidential Information may be made by Employee, and that this paragraph shall not apply, (i) to the extent necessary to comply with governmental disclosure requirements or applicable laws, (ii) pursuant to subpoena or order of any judicial, legislative, executive, regulatory or administrative body, or for Employee to lawfully enforce Employee's rights under this Agreement and (iii) to employees, advisors, legal counsel and financial advisors as may be necessary and appropriate in connection with the proper performance and enforcement of this Agreements.

- **Assignment of Inventions.** Employee agrees that he will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assigns to the Company, or its designee, all of Employee's right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under copyright or similar laws, which Employee may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, as a result of and within the scope of his duties as an Employee of the Company and during the period of time Employee is in the employment of the Company (collectively referred to as "Company Inventions"). Employee further acknowledges that all original works of authorship which are made by him (solely or jointly with others) within the scope of and during the period of his employment with the Company, and which are protectable by copyright, are "works made for hire," as that term is defined in the Indian Copyright Act. Employee understands and agrees that the decision whether or not to commercialize or market any Company Inventions developed by Employee solely or jointly with others is within the Company's sole discretion

and for the Company's sole benefit and that no royalty will be due to Employee as a result of the Company's efforts to commercialize or market any such Inventions.

- **Arbitration Clause.** In consideration of Employee's employment with the Company, the Company's promise to arbitrate all employment-related disputes and Employee's receipt of the compensation and other benefits paid to Employee by the Company, at present and in the future, Employee agrees that any and all controversies, claims or disputes with anyone (including the Company and any employee, officer, director, stockholder or benefit plan of the Company in their capacity as such or otherwise) arising out of, relating to, or resulting from Employee's employment with the Company, or the termination of Employee's employment with the Company, including any breach of this Agreement, shall be subject to binding arbitration rules set forth in Indian Code of Civil Procedure. Disputes which Employee agrees to arbitrate, and thereby agree to waive any right to a trial by jury, include any statutory claims under the state or federal law, including, but not limited to, claims of harassment, discrimination or wrongful termination and any statutory claims. Employee further understands that this Agreement to arbitrate also applies to any disputes that the Company may have with Employee.

- **Conflict of Interest.** HealthPlix Technologies has a strict policy against conflicts of interest. HealthPlix Technologies' code of conduct is located in its Employee Handbook. Before deciding whether to accept or reject this offer letter, please read the code of conduct carefully as it contains certain prohibitions against, among other things, holding outside employment, board memberships or advisory board positions in companies that may cause a conflict of interest. In order to avoid actual or perceived conflicts of interest, we ask that you work with Raghuraj (Director), to pre- approve any outside employment or board positions before joining HealthPlix Technologies.

- **Governing Law;** Severability. Upon your acceptance of this offer, the terms of this letter agreement and the resolution of any disputes as to the meaning, effect, performance or validity of this letter agreement or arising out of, related to, or in any way connected with, this letter agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by the provisions of Arbitration & Conciliation Act, 1996. If any provision of this letter agreement becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the remainder of this letter agreement shall remain in effect and shall not be affected and the parties shall use their best efforts to find an alternative way to achieve the same result.

- **Entire Agreement-Integration.** Please carefully review and consider the entire contents of this offer, which outlines some of the most important terms and conditions of employment with HealthPlix Technologies. Upon your acceptance, this accepted offer, including the attached "Confidential Information, Invention Assignment and Arbitration Agreement" between you and HealthPlix Technologies, sets forth the terms of your employment and constitutes the entire agreement between the parties, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written, between the parties or any official or representative thereof, relating to the subject matter hereof. This accepted offer may not be modified or amended except by a written amendment signed by you and the Director of HealthPlix Technologies.

We hope that you will accept our offer to join the Company and look forward to an early acceptance of this offer. This offer, if not accepted, will expire at the close of 7 calendar days from the date of this letter and is contingent upon your starting by the Start Date. This offer is contingent upon satisfactory results from your background check.

Any falsification of an applicant's employment history or educational background will result in withdrawal of the offer and/or termination of employment, if hired. Finally, as one of our employees, you agree to abide at all times by the Company's policies and procedures as the same may be revised and updated from time to time. To indicate your acceptance of HealthPlixTechnologies's offer, please sign and date the enclosed original and the "Confidential

Information, Invention Assignment and Arbitration Agreement" and returning them to Human Resources. A duplicate original is enclosed for your records.

We are very excited to have you join the HealthPlix Technologies team and contributing to our shared vision and future success! Many exciting challenges lie ahead. We are confident you can make a significant contribution to our future growth.

Sincerely,

17/12/2019

Sandeep Gudibanda
Co-Founder & CEO.
HealthPlix Technologies Private Limited.

I have read and accept this offer of employment with HealthPlix Technologies and agree to the terms and conditions contained in this letter.

Mansa V

Enclosure(s): Annexure A, HealthPlix Technologies Confidential Information, Invention Assignment and Arbitration Agreement

HealthPlix

ANNEXURE I

Compensation

Earnings	Monthly	Annually
Gross Salary	23,200	**2,78,400**
Basic + DA	11,600	**1,39,200**
HRA	9,280	**1,11,360**
Special Allowance	2,320	**27,840**
Variable Component		
Retention		**25,000**
Incentive Upto		**2,75,000**
PF Employee	1,800	**21,600**
ESIC Employee	0	**0**
PT Employee	200	**2,400**
Net Salary(in hand)	21,200	**2,54,400**
PF Employer	1,800	**21,600**
ESIC Employer	0	**0**
CTC	**25,000**	**6,00,000**

Dec 16th, 2019

PERSONAL & CONFIDENTIAL

Bawanthade Himalay Parijatak

Re: Offer of Employment

Dear Bawanthade Himalay Parijatak,

On behalf of **HealthPlix Technologies Private Limited (the "Company" or "HealthPlix Technologies"),** we are pleased to offer you employment on the following terms in. Your start date will be July 19th, 2021 ("Start Date").

- **Position**. Your title will be **Business Development Manager - Inside Sales.** Grade **A1**. You will render such business, design and technical services in the performance of your duties, consistent with your position within the company and such other duties as will be assigned to you by the company.

- **Cash Compensation.** Your annual CTC will be INR 6,00,000 (Rupees Six Lac Only). From the above CTC, INR 3,00,000 (Rupees Three Lac Only) per annum will be fixed, INR 25,000 (Rupees Twenty-Five Thousand Only) for the first year, will be the retention component which will be paid after completing one year with the company, and up to INR 2,75,000 (Rupees Two Lac Seventy-Five thousand only) per annum will be the variable component which will be paid as per mutually decided criteria between you and your manager. The break-up is shared in the below annexure.

- **Exploratory Period.** The first 6 months of your employment will be subject to an exploratory period.

- **Other Engagements.** You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your Director before being associated or contributing to any forums, groups, projects or non-profit seeking bodies. Any failure in this regard may be liable to dismissal by the Company without notice.

- **Termination.** Your employment may be terminated by either party by giving 60 days prior notice. In case you wish to resign there is a notice period of 60 days or in lieu thereof pay the company INR 75,000 or 2- months' salary whichever is higher. During the exploratory period, the employee is required to give a (2) months' notice for termination of employment. The company may terminate your employment by giving one (1) week notice. In case the employee resigns/ give notice for termination of employment, the Company at their sole discretion may relieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period.

The company may terminate your employment without notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties, you will be liable to dismissal by the Company without notice.

On termination, a reconciliation of reimbursements against monthly accrued allowances will be calculated. You agree for company to offset any overpayment against any money owing to you on termination of employment.

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any phones, laptops, car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

- **Prior Obligations.** By placing your signature below, you acknowledge that neither commencing employment with the Company, nor performing your duties on behalf of the Company, will conflict with, constitute a breach under, or give any third-party rights to Company intellectual property pursuant to, any agreement, contract or other arrangement to which you are subject. You are being offered employment at HealthPlix Technologies based on your personal skills and experience, and not due to your knowledge of any confidential, proprietary or trade secret information of a prior or current employer. Should you accept this offer, we do not want you to make use of or disclose any such information or to retain or disclose any materials from a prior or current employer. Likewise, as an employee of HealthPlix Technologies, it is likely that you will become knowledgeable about confidential, trade secret and/or proprietary information related to the operations, products and services of HealthPlix Technologies and its clients. To protect the interests of both HealthPlix Technologies and its clients, all employees are required to read and sign the "Confidential Information, Invention Assignment and Arbitration Agreement" as a condition of employment with HealthPlix Technologies. This Agreement, which provides for arbitration of all disputes arising out of your employment, will be provided for your review; you will be required to sign it on your first day of employment.

- **Company Information.** Employee agrees at all times during the Term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company, except under a non-disclosure agreement duly authorized and executed by the Company. Employee understands that "Confidential Information" means any non-public information that relates to the actual or anticipated business or research and development of the Company, technical data, trade secrets or know-how, including, but not limited to, research, product plans or other information regarding Company's products or services and markets therefore, customer lists and customers (including, but not limited to, customers of the Company on whom Employee called or with whom Employee became acquainted during his entire term of his employment with the Company), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, business plans, strategy or other business information. Employee further understands that Confidential Information does not include any of the foregoing items, which have become publicly known and made generally available through no wrongful act of Employee's or of others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

The parties agree that disclosures of Confidential Information may be made by Employee, and that this paragraph shall not apply, (i) to the extent necessary to comply with governmental disclosure requirements or applicable laws, (ii) pursuant to subpoena or order of any judicial, legislative, executive, regulatory or administrative body, or for Employee to lawfully enforce Employee's rights under this Agreement and (iii) to employees, advisors, legal counsel and financial advisors as may be necessary and appropriate in connection with the proper performance and enforcement of this Agreements.

- **Assignment of Inventions.** Employee agrees that he will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assigns to the Company, or its designee, all of Employee's right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under copyright or similar laws, which Employee may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, as a result of and within the scope of his duties as an Employee of the Company and during the period of time Employee is in the employment of the Company (collectively referred to as "Company Inventions"). Employee further acknowledges that all original works of authorship which are made by him (solely or jointly with others) within the scope of and during the period of his employment with the Company, and which are protectable by copyright, are "works made for hire," as that term is defined in the Indian Copyright Act. Employee understands and agrees that the decision whether or not to commercialize or market any Company Inventions developed by Employee solely or jointly with others is within the Company's sole discretion

and for the Company's sole benefit and that no royalty will be due to Employee as a result of the Company's efforts to commercialize or market any such Inventions.

- **Arbitration Clause.** In consideration of Employee's employment with the Company, the Company's promise to arbitrate all employment-related disputes and Employee's receipt of the compensation and other benefits paid to Employee by the Company, at present and in the future, Employee agrees that any and all controversies, claims or disputes with anyone (including the Company and any employee, officer, director, stockholder or benefit plan of the Company in their capacity as such or otherwise) arising out of, relating to, or resulting from Employee's employment with the Company, or the termination of Employee's employment with the Company, including any breach of this Agreement, shall be subject to binding arbitration rules set forth in Indian Code of Civil Procedure. Disputes which Employee agrees to arbitrate, and thereby agree to waive any right to a trial by jury, include any statutory claims under the state or federal law, including, but not limited to, claims of harassment, discrimination or wrongful termination and any statutory claims. Employee further understands that this Agreement to arbitrate also applies to any disputes that the Company may have with Employee.

- **Conflict of Interest.** HealthPlix Technologies has a strict policy against conflicts of interest. HealthPlix Technologies' code of conduct is located in its Employee Handbook. Before deciding whether to accept or reject this offer letter, please read the code of conduct carefully as it contains certain prohibitions against, among other things, holding outside employment, board memberships or advisory board positions in companies that may cause a conflict of interest. In order to avoid actual or perceived conflicts of interest, we ask that you work with Raghuraj (Director), to pre- approve any outside employment or board positions before joining HealthPlix Technologies.

- **Governing Law;** Severability. Upon your acceptance of this offer, the terms of this letter agreement and the resolution of any disputes as to the meaning, effect, performance or validity of this letter agreement or arising out of, related to, or in any way connected with, this letter agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by the provisions of Arbitration & Conciliation Act, 1996. If any provision of this letter agreement becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the remainder of this letter agreement shall remain in effect and shall not be affected and the parties shall use their best efforts to find an alternative way to achieve the same result.

- **Entire Agreement-Integration.** Please carefully review and consider the entire contents of this offer, which outlines some of the most important terms and conditions of employment with HealthPlix Technologies. Upon your acceptance, this accepted offer, including the attached "Confidential Information, Invention Assignment and Arbitration Agreement" between you and HealthPlix Technologies, sets forth the terms of your employment and constitutes the entire agreement between the parties, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written, between the parties or any official or representative thereof, relating to the subject matter hereof. This accepted offer may not be modified or amended except by a written amendment signed by you and the Director of HealthPlix Technologies.

We hope that you will accept our offer to join the Company and look forward to an early acceptance of this offer. This offer, if not accepted, will expire at the close of 7 calendar days from the date of this letter and is contingent upon your starting by the Start Date. This offer is contingent upon satisfactory results from your background check.

Any falsification of an applicant's employment history or educational background will result in withdrawal of the offer and/or termination of employment, if hired. Finally, as one of our employees, you agree to abide at all times by the Company's policies and procedures as the same may be revised and updated from time to time. To indicate your acceptance of HealthPlixTechnologies's offer, please sign and date the enclosed original and the "Confidential

Information, Invention Assignment and Arbitration Agreement" and returning them to Human Resources. A duplicate original is enclosed for your records.

We are very excited to have you join the HealthPlix Technologies team and contributing to our shared vision and future success! Many exciting challenges lie ahead. We are confident you can make a significant contribution to our future growth.

Sincerely,

17/12/2019

Sandeep Gudibanda
Co-Founder & CEO.
HealthPlix Technologies Private Limited.

I have read and accept this offer of employment with HealthPlix Technologies and agree to the terms and conditions contained in this letter.

Bawanthade Himalay Parijatak

Enclosure(s): Annexure A, HealthPlix Technologies Confidential Information, Invention Assignment and Arbitration Agreement

HealthPlix

ANNEXURE I

Compensation

Earnings	Monthly	Annually
Gross Salary	23,200	**2,78,400**
Basic + DA	11,600	**1,39,200**
HRA	9,280	**1,11,360**
Special Allowance	2,320	**27,840**
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Retention		**25,000**
Incentive Upto		**2,75,000**
PF Employee	1,800	**21,600**
ESIC Employee	0	**0**
PT Employee	200	**2,400**
Net Salary(in hand)	21,200	**2,54,400**
PF Employer	1,800	**21,600**
ESIC Employer	0	**0**
CTC	**25,000**	**6,00,000**

Dec 16th, 2019

PERSONAL & CONFIDENTIAL

Fayez R S

Re: Offer of Employment

Dear Fayez R S,

On behalf of **HealthPlix Technologies Private Limited (the "Company" or "HealthPlix Technologies"),** we are pleased to offer you employment on the following terms in. Your start date will be July 19th, 2021 ("Start Date").

- **Position**. Your title will be **Business Development Manager - Inside Sales.** Grade **A1**. You will render such business, design and technical services in the performance of your duties, consistent with your position within the company and such other duties as will be assigned to you by the company.

- **Cash Compensation.** Your annual CTC will be INR 6,00,000 (Rupees Six Lac Only). From the above CTC, INR 3,00,000 (Rupees Three Lac Only) per annum will be fixed, INR 25,000 (Rupees Twenty-Five Thousand Only) for the first year, will be the retention component which will be paid after completing one year with the company, and up to INR 2,75,000 (Rupees Two Lac Seventy-Five thousand only) per annum will be the variable component which will be paid as per mutually decided criteria between you and your manager. The break-up is shared in the below annexure.

- **Exploratory Period.** The first 6 months of your employment will be subject to an exploratory period.

- **Other Engagements.** You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your Director before being associated or contributing to any forums, groups, projects or non-profit seeking bodies. Any failure in this regard may be liable to dismissal by the Company without notice.

- **Termination.** Your employment may be terminated by either party by giving 60 days prior notice. In case you wish to resign there is a notice period of 60 days or in lieu thereof pay the company INR 75,000 or 2- months' salary whichever is higher. During the exploratory period, the employee is required to give a (2) months' notice for termination of employment. The company may terminate your employment by giving one (1) week notice. In case the employee resigns/ give notice for termination of employment, the Company at their sole discretion may relieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period.

The company may terminate your employment without notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties, you will be liable to dismissal by the Company without notice.

On termination, a reconciliation of reimbursements against monthly accrued allowances will be calculated. You agree for company to offset any overpayment against any money owing to you on termination of employment.

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any phones, laptops, car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

- **Prior Obligations.** By placing your signature below, you acknowledge that neither commencing employment with the Company, nor performing your duties on behalf of the Company, will conflict with, constitute a breach under, or give any third-party rights to Company intellectual property pursuant to, any agreement, contract or other arrangement to which you are subject. You are being offered employment at HealthPlix Technologies based on your personal skills and experience, and not due to your knowledge of any confidential, proprietary or trade secret information of a prior or current employer. Should you accept this offer, we do not want you to make use of or disclose any such information or to retain or disclose any materials from a prior or current employer. Likewise, as an employee of HealthPlix Technologies, it is likely that you will become knowledgeable about confidential, trade secret and/or proprietary information related to the operations, products and services of HealthPlix Technologies and its clients. To protect the interests of both HealthPlix Technologies and its clients, all employees are required to read and sign the "Confidential Information, Invention Assignment and Arbitration Agreement" as a condition of employment with HealthPlix Technologies. This Agreement, which provides for arbitration of all disputes arising out of your employment, will be provided for your review; you will be required to sign it on your first day of employment.

- **Company Information.** Employee agrees at all times during the Term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company, except under a non-disclosure agreement duly authorized and executed by the Company. Employee understands that "Confidential Information" means any non-public information that relates to the actual or anticipated business or research and development of the Company, technical data, trade secrets or know-how, including, but not limited to, research, product plans or other information regarding Company's products or services and markets therefore, customer lists and customers (including, but not limited to, customers of the Company on whom Employee called or with whom Employee became acquainted during his entire term of his employment with the Company), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, business plans, strategy or other business information. Employee further understands that Confidential Information does not include any of the foregoing items, which have become publicly known and made generally available through no wrongful act of Employee's or of others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

The parties agree that disclosures of Confidential Information may be made by Employee, and that this paragraph shall not apply, (i) to the extent necessary to comply with governmental disclosure requirements or applicable laws, (ii) pursuant to subpoena or order of any judicial, legislative, executive, regulatory or administrative body, or for Employee to lawfully enforce Employee's rights under this Agreement and (iii) to employees, advisors, legal counsel and financial advisors as may be necessary and appropriate in connection with the proper performance and enforcement of this Agreements.

- **Assignment of Inventions.** Employee agrees that he will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assigns to the Company, or its designee, all of Employee's right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under copyright or similar laws, which Employee may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, as a result of and within the scope of his duties as an Employee of the Company and during the period of time Employee is in the employment of the Company (collectively referred to as "Company Inventions"). Employee further acknowledges that all original works of authorship which are made by him (solely or jointly with others) within the scope of and during the period of his employment with the Company, and which are protectable by copyright, are "works made for hire," as that term is defined in the Indian Copyright Act. Employee understands and agrees that the decision whether or not to commercialize or market any Company Inventions developed by Employee solely or jointly with others is within the Company's sole discretion

and for the Company's sole benefit and that no royalty will be due to Employee as a result of the Company's efforts to commercialize or market any such Inventions.

- **Arbitration Clause.** In consideration of Employee's employment with the Company, the Company's promise to arbitrate all employment-related disputes and Employee's receipt of the compensation and other benefits paid to Employee by the Company, at present and in the future, Employee agrees that any and all controversies, claims or disputes with anyone (including the Company and any employee, officer, director, stockholder or benefit plan of the Company in their capacity as such or otherwise) arising out of, relating to, or resulting from Employee's employment with the Company, or the termination of Employee's employment with the Company, including any breach of this Agreement, shall be subject to binding arbitration rules set forth in Indian Code of Civil Procedure. Disputes which Employee agrees to arbitrate, and thereby agree to waive any right to a trial by jury, include any statutory claims under the state or federal law, including, but not limited to, claims of harassment, discrimination or wrongful termination and any statutory claims. Employee further understands that this Agreement to arbitrate also applies to any disputes that the Company may have with Employee.

- **Conflict of Interest.** HealthPlix Technologies has a strict policy against conflicts of interest. HealthPlix Technologies' code of conduct is located in its Employee Handbook. Before deciding whether to accept or reject this offer letter, please read the code of conduct carefully as it contains certain prohibitions against, among other things, holding outside employment, board memberships or advisory board positions in companies that may cause a conflict of interest. In order to avoid actual or perceived conflicts of interest, we ask that you work with Raghuraj (Director), to pre- approve any outside employment or board positions before joining HealthPlix Technologies.

- **Governing Law;** Severability. Upon your acceptance of this offer, the terms of this letter agreement and the resolution of any disputes as to the meaning, effect, performance or validity of this letter agreement or arising out of, related to, or in any way connected with, this letter agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by the provisions of Arbitration & Conciliation Act, 1996. If any provision of this letter agreement becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the remainder of this letter agreement shall remain in effect and shall not be affected and the parties shall use their best efforts to find an alternative way to achieve the same result.

- **Entire Agreement-Integration.** Please carefully review and consider the entire contents of this offer, which outlines some of the most important terms and conditions of employment with HealthPlix Technologies. Upon your acceptance, this accepted offer, including the attached "Confidential Information, Invention Assignment and Arbitration Agreement" between you and HealthPlix Technologies, sets forth the terms of your employment and constitutes the entire agreement between the parties, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written, between the parties or any official or representative thereof, relating to the subject matter hereof. This accepted offer may not be modified or amended except by a written amendment signed by you and the Director of HealthPlix Technologies.

We hope that you will accept our offer to join the Company and look forward to an early acceptance of this offer. This offer, if not accepted, will expire at the close of 7 calendar days from the date of this letter and is contingent upon your starting by the Start Date. This offer is contingent upon satisfactory results from your background check.

Any falsification of an applicant's employment history or educational background will result in withdrawal of the offer and/or termination of employment, if hired. Finally, as one of our employees, you agree to abide at all times by the Company's policies and procedures as the same may be revised and updated from time to time. To indicate your acceptance of HealthPlixTechnologies's offer, please sign and date the enclosed original and the "Confidential

Information, Invention Assignment and Arbitration Agreement" and returning them to Human Resources. A duplicate original is enclosed for your records.

We are very excited to have you join the HealthPlix Technologies team and contributing to our shared vision and future success! Many exciting challenges lie ahead. We are confident you can make a significant contribution to our future growth.

Sincerely,

17/12/2019

Sandeep Gudibanda
Co-Founder & CEO.
HealthPlix Technologies Private Limited.

I have read and accept this offer of employment with HealthPlix Technologies and agree to the terms and conditions contained in this letter.

Fayez R S

Enclosure(s): Annexure A, HealthPlix Technologies Confidential Information, Invention Assignment and Arbitration Agreement

HealthPlix

ANNEXURE I

Compensation

Earnings	Monthly	Annually
Gross Salary	23,200	**2,78,400**
Basic + DA	11,600	**1,39,200**
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PF Employee	1,800	**21,600**
ESIC Employee	0	**0**
PT Employee	200	**2,400**
Net Salary(in hand)	21,200	**2,54,400**
PF Employer	1,800	**21,600**
ESIC Employer	0	**0**
CTC	**25,000**	**6,00,000**

Dec 16th, 2019

PERSONAL & CONFIDENTIAL

Nandini S

Re: Offer of Employment

Dear Nandini S,

On behalf of **HealthPlix Technologies Private Limited (the "Company" or "HealthPlix Technologies"),** we are pleased to offer you employment on the following terms in. Your start date will be July 19th, 2021 ("Start Date").

- **Position**. Your title will be **Business Development Manager - Inside Sales.** Grade **A1**. You will render such business, design and technical services in the performance of your duties, consistent with your position within the company and such other duties as will be assigned to you by the company.

- **Cash Compensation.** Your annual CTC will be INR 6,00,000 (Rupees Six Lac Only). From the above CTC, INR 3,00,000 (Rupees Three Lac Only) per annum will be fixed, INR 25,000 (Rupees Twenty-Five Thousand Only) for the first year, will be the retention component which will be paid after completing one year with the company, and up to INR 2,75,000 (Rupees Two Lac Seventy-Five thousand only) per annum will be the variable component which will be paid as per mutually decided criteria between you and your manager. The break-up is shared in the below annexure.

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- **Other Engagements.** You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your Director before being associated or contributing to any forums, groups, projects or non-profit seeking bodies. Any failure in this regard may be liable to dismissal by the Company without notice.

- **Termination.** Your employment may be terminated by either party by giving 60 days prior notice. In case you wish to resign there is a notice period of 60 days or in lieu thereof pay the company INR 75,000 or 2- months' salary whichever is higher. During the exploratory period, the employee is required to give a (2) months' notice for termination of employment. The company may terminate your employment by giving one (1) week notice. In case the employee resigns/ give notice for termination of employment, the Company at their sole discretion may relieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period.

The company may terminate your employment without notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties, you will be liable to dismissal by the Company without notice.

On termination, a reconciliation of reimbursements against monthly accrued allowances will be calculated. You agree for company to offset any overpayment against any money owing to you on termination of employment.

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any phones, laptops, car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

- **Prior Obligations.** By placing your signature below, you acknowledge that neither commencing employment with the Company, nor performing your duties on behalf of the Company, will conflict with, constitute a breach under, or give any third-party rights to Company intellectual property pursuant to, any agreement, contract or other arrangement to which you are subject. You are being offered employment at HealthPlix Technologies based on your personal skills and experience, and not due to your knowledge of any confidential, proprietary or trade secret information of a prior or current employer. Should you accept this offer, we do not want you to make use of or disclose any such information or to retain or disclose any materials from a prior or current employer. Likewise, as an employee of HealthPlix Technologies, it is likely that you will become knowledgeable about confidential, trade secret and/or proprietary information related to the operations, products and services of HealthPlix Technologies and its clients. To protect the interests of both HealthPlix Technologies and its clients, all employees are required to read and sign the "Confidential Information, Invention Assignment and Arbitration Agreement" as a condition of employment with HealthPlix Technologies. This Agreement, which provides for arbitration of all disputes arising out of your employment, will be provided for your review; you will be required to sign it on your first day of employment.

- **Company Information.** Employee agrees at all times during the Term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company, except under a non-disclosure agreement duly authorized and executed by the Company. Employee understands that "Confidential Information" means any non-public information that relates to the actual or anticipated business or research and development of the Company, technical data, trade secrets or know-how, including, but not limited to, research, product plans or other information regarding Company's products or services and markets therefore, customer lists and customers (including, but not limited to, customers of the Company on whom Employee called or with whom Employee became acquainted during his entire term of his employment with the Company), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, business plans, strategy or other business information. Employee further understands that Confidential Information does not include any of the foregoing items, which have become publicly known and made generally available through no wrongful act of Employee's or of others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

The parties agree that disclosures of Confidential Information may be made by Employee, and that this paragraph shall not apply, (i) to the extent necessary to comply with governmental disclosure requirements or applicable laws, (ii) pursuant to subpoena or order of any judicial, legislative, executive, regulatory or administrative body, or for Employee to lawfully enforce Employee's rights under this Agreement and (iii) to employees, advisors, legal counsel and financial advisors as may be necessary and appropriate in connection with the proper performance and enforcement of this Agreements.

- **Assignment of Inventions.** Employee agrees that he will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assigns to the Company, or its designee, all of Employee's right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under copyright or similar laws, which Employee may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, as a result of and within the scope of his duties as an Employee of the Company and during the period of time Employee is in the employment of the Company (collectively referred to as "Company Inventions"). Employee further acknowledges that all original works of authorship which are made by him (solely or jointly with others) within the scope of and during the period of his employment with the Company, and which are protectable by copyright, are "works made for hire," as that term is defined in the Indian Copyright Act. Employee understands and agrees that the decision whether or not to commercialize or market any Company Inventions developed by Employee solely or jointly with others is within the Company's sole discretion

and for the Company's sole benefit and that no royalty will be due to Employee as a result of the Company's efforts to commercialize or market any such Inventions.

- **Arbitration Clause.** In consideration of Employee's employment with the Company, the Company's promise to arbitrate all employment-related disputes and Employee's receipt of the compensation and other benefits paid to Employee by the Company, at present and in the future, Employee agrees that any and all controversies, claims or disputes with anyone (including the Company and any employee, officer, director, stockholder or benefit plan of the Company in their capacity as such or otherwise) arising out of, relating to, or resulting from Employee's employment with the Company, or the termination of Employee's employment with the Company, including any breach of this Agreement, shall be subject to binding arbitration rules set forth in Indian Code of Civil Procedure. Disputes which Employee agrees to arbitrate, and thereby agree to waive any right to a trial by jury, include any statutory claims under the state or federal law, including, but not limited to, claims of harassment, discrimination or wrongful termination and any statutory claims. Employee further understands that this Agreement to arbitrate also applies to any disputes that the Company may have with Employee.

- **Conflict of Interest.** HealthPlix Technologies has a strict policy against conflicts of interest. HealthPlix Technologies' code of conduct is located in its Employee Handbook. Before deciding whether to accept or reject this offer letter, please read the code of conduct carefully as it contains certain prohibitions against, among other things, holding outside employment, board memberships or advisory board positions in companies that may cause a conflict of interest. In order to avoid actual or perceived conflicts of interest, we ask that you work with Raghuraj (Director), to pre- approve any outside employment or board positions before joining HealthPlix Technologies.

- **Governing Law;** Severability. Upon your acceptance of this offer, the terms of this letter agreement and the resolution of any disputes as to the meaning, effect, performance or validity of this letter agreement or arising out of, related to, or in any way connected with, this letter agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by the provisions of Arbitration & Conciliation Act, 1996. If any provision of this letter agreement becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the remainder of this letter agreement shall remain in effect and shall not be affected and the parties shall use their best efforts to find an alternative way to achieve the same result.

- **Entire Agreement-Integration.** Please carefully review and consider the entire contents of this offer, which outlines some of the most important terms and conditions of employment with HealthPlix Technologies. Upon your acceptance, this accepted offer, including the attached "Confidential Information, Invention Assignment and Arbitration Agreement" between you and HealthPlix Technologies, sets forth the terms of your employment and constitutes the entire agreement between the parties, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written, between the parties or any official or representative thereof, relating to the subject matter hereof. This accepted offer may not be modified or amended except by a written amendment signed by you and the Director of HealthPlix Technologies.

We hope that you will accept our offer to join the Company and look forward to an early acceptance of this offer. This offer, if not accepted, will expire at the close of 7 calendar days from the date of this letter and is contingent upon your starting by the Start Date. This offer is contingent upon satisfactory results from your background check.

Any falsification of an applicant's employment history or educational background will result in withdrawal of the offer and/or termination of employment, if hired. Finally, as one of our employees, you agree to abide at all times by the Company's policies and procedures as the same may be revised and updated from time to time. To indicate your acceptance of HealthPlixTechnologies's offer, please sign and date the enclosed original and the "Confidential

Information, Invention Assignment and Arbitration Agreement" and returning them to Human Resources. A duplicate original is enclosed for your records.

We are very excited to have you join the HealthPlix Technologies team and contributing to our shared vision and future success! Many exciting challenges lie ahead. We are confident you can make a significant contribution to our future growth.

Sincerely,

17/12/2019

Sandeep Gudibanda
Co-Founder & CEO.
HealthPlix Technologies Private Limited.

I have read and accept this offer of employment with HealthPlix Technologies and agree to the terms and conditions contained in this letter.

Nandini S

Enclosure(s): Annexure A, HealthPlix Technologies Confidential Information, Invention Assignment and Arbitration Agreement

HealthPlix

ANNEXURE I

Compensation

Earnings	Monthly	Annually
Gross Salary	23,200	**2,78,400**
Basic + DA	11,600	**1,39,200**
HRA	9,280	**1,11,360**
Special Allowance	2,320	**27,840**
Variable Component		
Retention		**25,000**
Incentive Upto		**2,75,000**
PF Employee	1,800	**21,600**
ESIC Employee	0	**0**
PT Employee	200	**2,400**
Net Salary(in hand)	21,200	**2,54,400**
PF Employer	1,800	**21,600**
ESIC Employer	0	**0**
CTC	**25,000**	**6,00,000**

September 5, 2019

SNEHA GHOSH
2nd Phase, J. P. Nagar
Bengaluru, Karnataka 560078
Mobile: 9538153067

Letter of Offer

Dear SNEHA GHOSH,

This has reference to your application and subsequent discussion with us.

We are pleased to offer you an appointment in our Organization for position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore** on the terms and conditions as have been mutually agreed.

This offer is subject to you being found medically fit after proper medical examination and reference verification.

You will be issued a formal letter of appointment on your joining duties. You are advised to join us on or before **10 September 2019**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
You will have to sign a bond agreeing to serve two years of service with us. On satisfactory performance, you will be confirmed and promoted to the next level.

The compensation and benefits program applicable to your grade is enclosed for your reference. Please note your compensation is confidential matter between you and the company, and the company shall view any breach of confidentiality with utmost seriousness. The cost that will be incurred by the company on account of your joining or reimbursement to you by the company i.e. Relocation Expenses and Notice Pay Reimbursement will be recovered in the full in the event of your resignation to the company before completion of 24 months of service in the company.

We welcome you to Jubilant Biosys Ltd and look forward to a happy association. Please sign the duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,
For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

September 5, 2019

Dear SNEHA GHOSH,

This refers to our letter of Offer dated 5 September 2019 for the position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore**.

Please submit the following documents at the time of your joining:

1. Photocopy of Date of Birth and all Educational qualification certificates starting from SSLC
2. Photocopy of Appointment and Relieving letters of all previous employers.
3. Offer of Appointment or latest increment letter and last 3 months' salary slips mentioning overall compensation.
4. Certificate for current year income and tax deducted by previous employer. (Optional)
5. Photocopy of PAN Card, Aadhaar Card & UAN card.
6. Please ensure all KYC details in UAN i.e. Aadhaar, PAN and Bank details are digitally approved on EPFO website (www.epfindia.gov.in)
7. Please ensure your name, Father's Name & DOB should be same in PAN Card, Aadhaar Card & UAN card. Any mismatch of details to be corrected before joining & shared with TA SPOC.
8. Eight passport-size with Maroon color background and 2 passport size photos of each of your parents and Spouse and children

Note: All the above documents and photos are mandatory to bring on the joining day for completing the formalities without which your joining date will be postponed. Please bring all original certificates/ documents for verification.

For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

Compensation Structure – SNEHA GHOSH		
Position: Trainee Research Associate	**Level :**	**A0**
Department: Discovery Biology	**Location:**	**JBL Bangalore**
Salary Components	**Amount (In INR per month)**	**Amount (In INR per annum)**
A.Monthly Salary		
Basic	9,170	110,040
House Rental Allowance	5,502	66,024
Special Allowance	1,550	18,600
Interim Bonus	2,000	24,000
Sub Total (A)	***18,222***	***218,664***
B.Retirement Benefits		
PF (Employer's Contribution) #1	1,286	15,432
Gratuity (As per Payment of Gratuity Act 1972)	441	5,293
Sub Total (B)	***1,727***	***20,725***
C.Other Benefits		
Mediclaim Insurance Premium with Parents #2	2,105	25,260
Group Term-Life Insurance Premium	222	2,664
Personal Accident Insurance Premium	48	576
ESIC	592	7,104
Sub Total (C)	***2,967***	***35,604***
Total Fixed CTC	22,917	275,000
Total CTC (A+B+C):		**275,000**
Total CTC (in words): Rupees Two Lakh Seventy Five Thousand only/-		
#1 Employee's PF Contribution will be deducted as per the PF Act, 1952 from the earnings		
#2 Mediclaim Insurance coverage includes Self, Spouse, 2 dependent kids and Parents		

September 5, 2019

N VISHAL MOULI
TEACHER Colony,
2nd Phase, K. M.Nagar
Bengaluru, Karnataka 560078
Mobile: **8971714470**

Letter of Offer

Dear N VISHAL MOULI,

This has reference to your application and subsequent discussion with us.

We are pleased to offer you an appointment in our Organization for position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore** on the terms and conditions as have been mutually agreed.

This offer is subject to you being found medically fit after proper medical examination and reference verification.

You will be issued a formal letter of appointment on your joining duties. You are advised to join us on or before **10 September 2019**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
You will have to sign a bond agreeing to serve two years of service with us. On satisfactory performance, you will be confirmed and promoted to the next level.

The compensation and benefits program applicable to your grade is enclosed for your reference. Please note your compensation is confidential matter between you and the company, and the company shall view any breach of confidentiality with utmost seriousness. The cost that will be incurred by the company on account of your joining or reimbursement to you by the company i.e. Relocation Expenses and Notice Pay Reimbursement will be recovered in the full in the event of your resignation to the company before completion of 24 months of service in the company.

We welcome you to Jubilant Biosys Ltd and look forward to a happy association. Please sign the duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,
For **Jubilant Biosys Ltd**

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Takeshi Yura
CSO & Site Head

September 5, 2019

Dear N VISHAL MOULI,

This refers to our letter of Offer dated 5 September 2019 for the position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore**.

Please submit the following documents at the time of your joining:

1. Photocopy of Date of Birth and all Educational qualification certificates starting from SSLC
2. Photocopy of Appointment and Relieving letters of all previous employers.
3. Offer of Appointment or latest increment letter and last 3 months' salary slips mentioning overall compensation.
4. Certificate for current year income and tax deducted by previous employer. (Optional)
5. Photocopy of PAN Card, Aadhaar Card & UAN card.
6. Please ensure all KYC details in UAN i.e. Aadhaar, PAN and Bank details are digitally approved on EPFO website (www.epfindia.gov.in)
7. Please ensure your name, Father's Name & DOB should be same in PAN Card, Aadhaar Card & UAN card. Any mismatch of details to be corrected before joining & shared with TA SPOC.
8. Eight passport-size with Maroon color background and 2 passport size photos of each of your parents and Spouse and children

Note: All the above documents and photos are mandatory to bring on the joining day for completing the formalities without which your joining date will be postponed. Please bring all original certificates/ documents for verification.

For **Jubilant Biosys Ltd**

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Takeshi Yura
CSO & Site Head

Compensation Structure – N VISHAL MOULI		
Position: Trainee Research Associate	**Level :**	**A0**
Department: Discovery Biology	**Location:**	**JBL Bangalore**
Salary Components	**Amount (In INR per month)**	**Amount (In INR per annum)**
A.Monthly Salary		
Basic	9,170	110,040
House Rental Allowance	5,502	66,024
Special Allowance	1,550	18,600
Interim Bonus	2,000	24,000
Sub Total (A)	***18,222***	***218,664***
B.Retirement Benefits		
PF (Employer's Contribution) #1	1,286	15,432
Gratuity (As per Payment of Gratuity Act 1972)	441	5,293
Sub Total (B)	***1,727***	***20,725***
C.Other Benefits		
Mediclaim Insurance Premium with Parents #2	2,105	25,260
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Personal Accident Insurance Premium	48	576
ESIC	592	7,104
Sub Total (C)	***2,967***	***35,604***
Total Fixed CTC	22,917	275,000
Total CTC (A+B+C):		**275,000**
Total CTC (in words): Rupees Two Lakh Seventy Five Thousand only/-		

#1 Employee's PF Contribution will be deducted as per the PF Act, 1952 from the earnings

#2 Mediclaim Insurance coverage includes Self, Spouse, 2 dependent kids and Parents

Jubilant Biosys Limited
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Industrial Area, Yeshwanthpur,
Bangalore-560 022
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Fax: +91 80 66628333
E-mail: bd@jubilantbiosys.com
www.jubilantbiosys.com

CIN : U24110UP1998PLC029591

Regd Office:
Jubilant Biosys Limited,
1-A, Sector 16-A,
Noida - 201 301, UP, India
Tel : +91120 2516601-11
Fax : +91120 2516627

September 5, 2019

PAVANI A
2nd Phase, HSR
Bengaluru, Karnataka 560102
Mobile: **8277182864**

Letter of Offer

Dear PAVANI A,

This has reference to your application and subsequent discussion with us.

We are pleased to offer you an appointment in our Organization for position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore** on the terms and conditions as have been mutually agreed.

This offer is subject to you being found medically fit after proper medical examination and reference verification.

You will be issued a formal letter of appointment on your joining duties. You are advised to join us on or before **10 September 2019**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
You will have to sign a bond agreeing to serve two years of service with us. On satisfactory performance, you will be confirmed and promoted to the next level.

The compensation and benefits program applicable to your grade is enclosed for your reference. Please note your compensation is confidential matter between you and the company, and the company shall view any breach of confidentiality with utmost seriousness. The cost that will be incurred by the company on account of your joining or reimbursement to you by the company i.e. Relocation Expenses and Notice Pay Reimbursement will be recovered in the full in the event of your resignation to the company before completion of 24 months of service in the company.

We welcome you to Jubilant Biosys Ltd and look forward to a happy association. Please sign the duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,
For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

September 5, 2019

Dear PAVANI A,

This refers to our letter of Offer dated 5 September 2019 for the position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore**.

Please submit the following documents at the time of your joining:

1. Photocopy of Date of Birth and all Educational qualification certificates starting from SSLC
2. Photocopy of Appointment and Relieving letters of all previous employers.
3. Offer of Appointment or latest increment letter and last 3 months' salary slips mentioning overall compensation.
4. Certificate for current year income and tax deducted by previous employer. (Optional)
5. Photocopy of PAN Card, Aadhaar Card & UAN card.
6. Please ensure all KYC details in UAN i.e. Aadhaar, PAN and Bank details are digitally approved on EPFO website (www.epfindia.gov.in)
7. Please ensure your name, Father's Name & DOB should be same in PAN Card, Aadhaar Card & UAN card. Any mismatch of details to be corrected before joining & shared with TA SPOC.
8. Eight passport-size with Maroon color background and 2 passport size photos of each of your parents and Spouse and children

Note: All the above documents and photos are mandatory to bring on the joining day for completing the formalities without which your joining date will be postponed. Please bring all original certificates/ documents for verification.

For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

Compensation Structure – PAVANI A		
Position: Trainee Research Associate	**Level :**	**A0**
Department: Discovery Biology	**Location:**	**JBL Bangalore**
Salary Components	**Amount (In INR per month)**	**Amount (In INR per annum)**
A.Monthly Salary		
Basic	9,170	110,040
House Rental Allowance	5,502	66,024
Special Allowance	1,550	18,600
Interim Bonus	2,000	24,000
Sub Total (A)	***18,222***	***218,664***
B.Retirement Benefits		
PF (Employer's Contribution) #1	1,286	15,432
Gratuity (As per Payment of Gratuity Act 1972)	441	5,293
Sub Total (B)	***1,727***	***20,725***
C.Other Benefits		
Mediclaim Insurance Premium with Parents #2	2,105	25,260
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Sub Total (C)	***2,967***	***35,604***
Total Fixed CTC	22,917	275,000
Total CTC (A+B+C):		**275,000**
Total CTC (in words): Rupees Two Lakh Seventy Five Thousand only/-		

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#2 Mediclaim Insurance coverage includes Self, Spouse, 2 dependent kids and Parents

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1-A, Sector 16-A,
Noida - 201 301, UP, India
Tel : +91120 2516601-11
Fax : +91120 2516627

September 5, 2019

SHUMAELA SAMAN
2nd Phase, E.L.Nagar
Bengaluru, Karnataka 560100
Mobile: **7349547898**

Letter of Offer

Dear SHUMAELA SAMAN,

This has reference to your application and subsequent discussion with us.

We are pleased to offer you an appointment in our Organization for position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore** on the terms and conditions as have been mutually agreed.

This offer is subject to you being found medically fit after proper medical examination and reference verification.

You will be issued a formal letter of appointment on your joining duties. You are advised to join us on or before **10 September 2019**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
You will have to sign a bond agreeing to serve two years of service with us. On satisfactory performance, you will be confirmed and promoted to the next level.

The compensation and benefits program applicable to your grade is enclosed for your reference. Please note your compensation is confidential matter between you and the company, and the company shall view any breach of confidentiality with utmost seriousness. The cost that will be incurred by the company on account of your joining or reimbursement to you by the company i.e. Relocation Expenses and Notice Pay Reimbursement will be recovered in the full in the event of your resignation to the company before completion of 24 months of service in the company.

We welcome you to Jubilant Biosys Ltd and look forward to a happy association. Please sign the duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,
For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

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Noida - 201 301, UP, India
Tel : +91120 2516601-11
Fax : +91120 2516627

September 5, 2019

Dear SHUMAELA SAMAN,

This refers to our letter of Offer dated 5 September 2019 for the position of **Trainee Research Associate** in **Discovery Biology** based at **JBL Bangalore**.

Please submit the following documents at the time of your joining:

1. Photocopy of Date of Birth and all Educational qualification certificates starting from SSLC
2. Photocopy of Appointment and Relieving letters of all previous employers.
3. Offer of Appointment or latest increment letter and last 3 months' salary slips mentioning overall compensation.
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7. Please ensure your name, Father's Name & DOB should be same in PAN Card, Aadhaar Card & UAN card. Any mismatch of details to be corrected before joining & shared with TA SPOC.
8. Eight passport-size with Maroon color background and 2 passport size photos of each of your parents and Spouse and children

Note: All the above documents and photos are mandatory to bring on the joining day for completing the formalities without which your joining date will be postponed. Please bring all original certificates/ documents for verification.

For **Jubilant Biosys Ltd**

Takeshi Yura
CSO & Site Head

Compensation Structure – SHUMAELA SAMAN		
Position: Trainee Research Associate	**Level :**	**A0**
Department: Discovery Biology	**Location:**	**JBL Bangalore**
Salary Components	**Amount (In INR per month)**	**Amount (In INR per annum)**
A.Monthly Salary		
Basic	9,170	110,040
House Rental Allowance	5,502	66,024
Special Allowance	1,550	18,600
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Tel : +91120 2516601-11
Fax : +91120 2516627

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1 998PTC024374
GSTIN: 29AACCS91 73K1 ZP

Ref: SRNP/HR/135
Date : 7th January 2019

Ms. Shruthi Chakravarthy
No.27,
CE Post, Main Road,
Bangalore-560 049.

Dear Ms. Shruthi Chakravarthy,

Sub: **Offer of appointment**

1 With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY **EDITOR TRAINEE"** as per the terms discussed.
2 A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3 This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4 This offer is subject to you being found medically fit after examination by our Company's doctor.
5 You are requested to produce the following documents for our records at the tilTie of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seal.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR TRAINEE" in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1 998PTC024374
GSTIN: 29AACCS91 73K1 ZP

Ref: SRNP/HR/136
Date : 7th January 2019

Ms. Samanvitha R
No.27, PV,
JPN Road,
Bangalore-560 089.

Dear Ms. Samanvitha R,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY **EDITOR TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the tilTie of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seal.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR TRAINEE" in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1 998PTC024374
GSTIN: 29AACCS91 73K1 ZP

Ref: SRNP/HR/137
Date : 7th January 2019

Ms. Sanjana V
No.27,
K M Post,
Bangalore-560 034.

Dear Ms. Sanjana V,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY **EDITOR TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the tilTie of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seal.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR TRAINEE" in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1 998PTC024374
GSTIN: 29AACCS91 73K1 ZP

Ref: SRNP/HR/135
Date : 7th January 2019

Mr. Shiv Anilbhai
No.27, J K harm,
RVCE Post, Dubasipalya Main Road,
Bangalore-560 059.

Dear Mr. Shiv Anilbhai,

Sub: **Offer of appointment**

1 With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY **EDITOR TRAINEE"** as per the terms discussed.
2 A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3 This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4 This offer is subject to you being found medically fit after examination by our Company's doctor.
5 You are requested to produce the following documents for our records at the tilTie of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seal.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR TRAINEE" in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature

Aster
RV HOSPITAL

Ms. Kritica Dhakal

Phone No: 91-9947244212

Email: kritikadhakal@gmail.com

Dear **Ms. Kritica Dhakal,**

Subject: Employment Offer as Staff Nurse

We are delighted at the prospect of you joining us and we would like to extend an offer for the position of **Staff Nurse (Band: 1A2)** in **Aster RV Hospital.** As one of the most recognized healthcare providers in the region, Aster DM Healthcare is a growing family of over 21,000+ employees serving the community's healthcare needs across India and GCC. We are sure you will be a great fit and will enjoy your role and help us take our business to a whole new level. Your experience and skills will definitely be an asset to our growing company.

In this role, you will be working **Full time** in the **Nursing Services** function. Normal working hours will be in accordance to your working unit. You will be entitled to **1 Day** weekly off as per your working unit.

We're also excited to offer you the following as part of your employment commitment with us. This includes your salary, benefits, and other components relevant to your employment. Please review the summary of terms and conditions for your employment with us.

You will be issued with an appointment letter post your joining. In case of any conflict between the provisions of this letter and the appointment letter, the terms of the appointment letter shall prevail.

Please note that the contents of this letter, including the compensation offered, are highly confidential and shall not be discussed or disclosed with or produced to any third party including your current employer.

Kindly acknowledge and accept this offer on or before **February 9, 2023,** to avoid withdrawal of this offer. In case of non-reporting after acceptance of this offer, you may be required to bear a compensation of an amount equivalent to expenses incurred by us in relation to your selection and offer of employment.

Terms and conditions of offer:

Your expected date of joining is **February 6, 2023** and your annual CTC will be **Rs**. **198000/- (Rupees One Hundred Ninety-Eight Thousand Only)**, please refer to Annexure 1, for the detailed break-up. Additionally you are eligible for bonus/variable pay basis your individual and business performance. Please note that your compensation will be subject to statutory and other permitted deductions. The organization reservesthe right to restructure the wages if required. We promote strong career opportunities and allow individuals to explore career growth through internal career movements. Based on your experience, and expertise you could be considered for a transfer across any of Aster DM Healthcare's subsidiaries on business requirements and decisions.

You will be expected to serve a probation period of **S**owever, the term of probation can also be extended and your employment will be confirmed by us in writing, upon completion of your probationary period.

During the term of your employment with us and in addition to the terms of this letter and the appointment letter, you will be expected to comply to our internal policies, rules and regulations as amended from time to time.

If you accept our offer, please return us a signed copy of this letter along with the following documents:

- Six (6) passport sized photographs
- Educational Certificates: Photocopies of all Certificates and originals for Verification
- Experience Certificates: Photocopies of all Certificates and originals for Verification
- PAN card + Aadhaar Card Photocopy and Original for Verification

- ID Proof and address proof photocopy and Original for Verification
- Photocopy of bank account details;
- Salary certificate from previous employer
- Resignation acceptance /relieving letter from your previous employer

Your further employment processes would include a background verification, document verification, assessments and pre-employment medical clearance test. This offer is conditional upon the satisfactory outcome of the above applicable processes and the job offer will be valid only upon the clearance of all the above assessments. Your employment offer will be based on the submission of the above mentioned documents on the date of joining. Please submit original copies of the documents for verification purposes.

As an employer, we deeply care for your well-being and therefore, you will also have access to our comprehensive benefits program which includes your annual, sick, education/conference leaves, health/medicalinsurance plan and much more. Please refer to *Annexure 2*, for details.

Each one of us are expected to reflect our Organization's core values at all times. It is important that ethical and lawful conduct should be evidenced in all business practices. As a potential Asterian, we are confident that you will conduct yourself in a befitting manner and abide by our code of conduct policy.

Please indicate your acceptance of this offer by signing and dating it where indicated below, and return a copy of the signed letter. Please note this offer is valid for three (03) days from the date of issue.

On acceptance of the offer, a link will be forwarded to you with an on-boarding checklist with all the necessary documents required to proceed further with the other formalities related to your proposed employment with us.

We value your experience and hope to leverage it in assisting us in our journey ahead. All of us look forward to welcoming you at **Aster RV Hospital.**

For Aster RV Hospital,



Durga Prasanna Nayak
General Manager - Human Resources

I hereby accept the offer and the above-mentioned terms and conditions.
Name of the Candidate:
Date:

Annexure 1

My Remuneration:

Your detailed salary structure is as follows:

Salary Component	Amount in Rs. (Monthly)	Amount in Rs. (Per Annum)
Basic+DA	13940	167280
HRA	420	5040
Gross	14360	172320
PF	1673	20076
ESIC	467	5604
Cost to company	16500	198000

Aster
RV HOSPITAL

My Benefits:

Annexure 1

Benefit Component	Benefit Coverage	Benefit Details
Medical Insurance	**As per company policy**	**As per company policy**
Accident Insurance	**As per company policy**	**As per company policy**
Annual Air Tickets	**As per company policy**	**As per company policy**
Holidays and Leave Eligibility a. Annual Leave b. Conference and Education Leave *(for all other leave categories kindly refer to the leave policy)*	As per grade	As per grade
ESOP Scheme	**As per company policy**	
Gratuity	**As per company policy**	

Name:

Date:

Signature:

IP Address:

Aster
RV HOSPITAL

Ms. Rashmitha Chauhan

Phone No: 91-9947244212

Email: rashmithachauhan@gmail.com

Dear **Ms. Rashmitha chauhan,**

Subject: Employment Offer as Staff Nurse

We are delighted at the prospect of you joining us and we would like to extend an offer for the position of **Staff Nurse (Band: 1A2)** in **Aster RV Hospital.** As one of the most recognized healthcare providers in the region, Aster DM Healthcare is a growing family of over 21,000+ employees serving the community's healthcare needs across India and GCC. We are sure you will be a great fit and will enjoy your role and help us take our business to a whole new level. Your experience and skills will definitely be an asset to our growing company.

In this role, you will be working **Full time** in the **Nursing Services** function. Normal working hours will be in accordance to your working unit. You will be entitled to **1 Day** weekly off as per your working unit.

We're also excited to offer you the following as part of your employment commitment with us. This includes your salary, benefits, and other components relevant to your employment. Please review the summary of terms and conditions for your employment with us.

You will be issued with an appointment letter post your joining. In case of any conflict between the provisions of this letter and the appointment letter, the terms of the appointment letter shall prevail.

Please note that the contents of this letter, including the compensation offered, are highly confidential and shall not be discussed or disclosed with or produced to any third party including your current employer.

Kindly acknowledge and accept this offer on or before **February 9, 2020,** to avoid withdrawal of this offer. In case of non-reporting after acceptance of this offer, you may be required to bear a compensation of an amount equivalent to expenses incurred by us in relation to your selection and offer of employment.

Terms and conditions of offer:

Your expected date of joining is **February 6, 2020** and your annual CTC will be **Rs**. **198000/- (Rupees One Hundred Ninety-Eight Thousand Only)**, please refer to Annexure 1, for the detailed break-up. Additionally you are eligible for bonus/variable pay basis your individual and business performance. Please note that your compensation will be subject to statutory and other permitted deductions. The organization reservesthe right to restructure the wages if required. We promote strong career opportunities and allow individuals to explore career growth through internal career movements. Based on your experience, and expertise you could be considered for a transfer across any of Aster DM Healthcare's subsidiaries on business requirements and decisions.

You will be expected to serve a probation period of **S**owever, the term of probation can also be extended and your employment will be confirmed by us in writing, upon completion of your probationary period.

During the term of your employment with us and in addition to the terms of this letter and the appointment letter, you will be expected to comply to our internal policies, rules and regulations as amended from time to time.

If you accept our offer, please return us a signed copy of this letter along with the following documents:

- Six (6) passport sized photographs
- Educational Certificates: Photocopies of all Certificates and originals for Verification
- Experience Certificates: Photocopies of all Certificates and originals for Verification
- PAN card + Aadhaar Card Photocopy and Original for Verification

- ID Proof and address proof photocopy and Original for Verification
- Photocopy of bank account details;
- Salary certificate from previous employer
- Resignation acceptance /relieving letter from your previous employer

Your further employment processes would include a background verification, document verification, assessments and pre-employment medical clearance test. This offer is conditional upon the satisfactory outcome of the above applicable processes and the job offer will be valid only upon the clearance of all the above assessments. Your employment offer will be based on the submission of the above mentioned documents on the date of joining. Please submit original copies of the documents for verification purposes.

As an employer, we deeply care for your well-being and therefore, you will also have access to our comprehensive benefits program which includes your annual, sick, education/conference leaves, health/medicalinsurance plan and much more. Please refer to *Annexure 2*, for details.

Each one of us are expected to reflect our Organization's core values at all times. It is important that ethical and lawful conduct should be evidenced in all business practices. As a potential Asterian, we are confident that you will conduct yourself in a befitting manner and abide by our code of conduct policy.

Please indicate your acceptance of this offer by signing and dating it where indicated below, and return a copy of the signed letter. Please note this offer is valid for three (03) days from the date of issue.

On acceptance of the offer, a link will be forwarded to you with an on-boarding checklist with all the necessary documents required to proceed further with the other formalities related to your proposed employment with us.

We value your experience and hope to leverage it in assisting us in our journey ahead. All of us look forward to welcoming you at **Aster RV Hospital.**

For Aster RV Hospital,

Durga Prasanna Nayak
General Manager - Human Resources

I hereby accept the offer and the above-mentioned terms and conditions.
Name of the Candidate:
Date:

Annexure 1

My Remuneration:

Your detailed salary structure is as follows:

Salary Component	Amount in Rs. (Monthly)	Amount in Rs. (Per Annum)
Basic+DA	13940	167280
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PF	1673	20076
ESIC	467	5604
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Aster
RV HOSPITAL

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Annexure 1

Benefit Component	Benefit Coverage	Benefit Details
Medical Insurance	**As per company policy**	**As per company policy**
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Annual Air Tickets	**As per company policy**	**As per company policy**
Holidays and Leave Eligibility a. Annual Leave b. Conference and Education Leave *(for all other leave categories kindly refer to the leave policy)*	As per grade	As per grade
ESOP Scheme	**As per company policy**	
Gratuity	**As per company policy**	

Name:

Date:

Signature:

IP Address:

Sri Balaji Prasanna
BHARATHY HOSPITAL
Enriching Lives
4, Nagarabhavi Main Road, Prashanthnagar, Bangalore - 560079,
Ph : 080-23489238, 23485759, Email: bharathyhospital@gmail.com, www.bharthyhospital.com

Date : **2.12.2019**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Ms. PRATEEKSHA GURUNG** (Employee) appointed as **STAFF NURSE** holds good until the day employee stays with the esteemed institution.

2. You will receive a remuneration of **Rs. 20,000 (TWENTY THOUSAND ONLY)** for the 12 months. Your salary will be increased according to your performance after 12 months. You will not be entitled to any other financial benefits apart from the above mentioned. Initially you will be getting four leaves monthly.

3. You are required to abide by the service rules, the code of conduct and other rules and regulations, guidelines and instructions as laid down/ issued and as amended from time to time by the hospital, while on duty.

4. You shall not disclose to any person any information in regards to the works or processes of the hospital/s, which may come into our possession in the course of your association with us.

5. Your term of job with us is liable not be discontinued at any time at the discretion of the management. In the event, you like to discontinue the hospital's service, you shall pay to the hospital in lieu thereof **30** days professional fees as compensation.

6. Any change in the residential address should be intimated to the management immediately.

7. **Oath of Confidentiality** – During the course of your duties in this hospital, you will come in contact with the sensitive, personal information about patients attending this health facility. You shall not disclose to any person, any information in regard to the works or processes of the Hospital. Willful disclosure of any such information about any patient in this service could result in the termination of your employment or legal action against you.

Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

With Best Wishes,

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Prateeksha

Signature

Date 02 – 12 - 19

Sri Balaji Prasanna

BHARATHY HOSPITAL

Enriching Lives

4, Nagarabhavi Main Road, Prashanthnagar, Bangalore - 560079,
Ph : 080-23489238, 23485759, Email: bharathyhospital@gmail.com, www.bharthyhospital.com

Date : **9.12.2019**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Mr. KIRAN BAJAGAIN** (Employee) appointed as **STAFF NURSE** holds good until the day employee stays with the esteemed institution.

2. You will receive a remuneration of **Rs. 20,000 (TWENTY THOUSAND ONLY)** for the 12 months. Your salary will be increased according to your performance after 12 months. You will not be entitled to any other financial benefits apart from the above mentioned. Initially you will be getting four leaves monthly.

3. You are required to abide by the service rules, the code of conduct and other rules and regulations, guidelines and instructions as laid down/ issued and as amended from time to time by the hospital, while on duty.

4. You shall not disclose to any person any information in regards to the works or processes of the hospital/s, which may come into our possession in the course of your association with us.

5. Your term of job with us is liable not be discontinued at any time at the discretion of the management. In the event, you like to discontinue the hospital's service, you shall pay to the hospital in lieu thereof **30** days professional fees as compensation.

6. Any change in the residential address should be intimated to the management immediately.

7. **Oath of Confidentiality** – During the course of your duties in this hospital, you will come in contact with the sensitive, personal information about patients attending this health facility. You shall not disclose to any person, any information in regard to the works or processes of the Hospital. Willful disclosure of any such information about any patient in this service could result in the termination of your employment or legal action against you.

Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

With Best Wishes,

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Signature

Date 09/12/2019

Sri Balaji Prasanna

BHARATHY HOSPITAL

Enriching Lives

4, Nagarabhavi Main Road, Prashanthnagar, Bangalore - 560079,
Ph : 080-23489238, 23485759, Email: bharathyhospital@gmail.com, www.bharthyhospital.com

Date : **16.12.2019**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Ms. SAMJHANA KHUPPA SHRESTHA** (Employee) appointed as **STAFF NURSE** holds good until the day employee stays with the esteemed institution.

2. You will receive a remuneration of **Rs. 20,000 (TWENTY THOUSAND ONLY)** for the 12 months. Your salary will be increased according to your performance after 12 months. You will not be entitled to any other financial benefits apart from the above mentioned. Initially you will be getting four leaves monthly.

3. You are required to abide by the service rules, the code of conduct and other rules and regulations, guidelines and instructions as laid down/ issued and as amended from time to time by the hospital, while on duty.

4. You shall not disclose to any person any information in regards to the works or processes of the hospital/s, which may come into our possession in the course of your association with us.

5. Your term of job with us is liable not be discontinued at any time at the discretion of the management. In the event, you like to discontinue the hospital's service, you shall pay to the hospital in lieu thereof **30** days professional fees as compensation.

6. Any change in the residential address should be intimated to the management immediately.

7. **Oath of Confidentiality** – During the course of your duties in this hospital, you will come in contact with the sensitive, personal information about patients attending this health facility. You shall not disclose to any person, any information in regard to the works or processes of the Hospital. Willful disclosure of any such information about any patient in this service could result in the termination of your employment or legal action against you.

Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

With Best Wishes,

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Signature

Date 14/12/2019

Sri Balajj Prasanna
BHARATHY HOSPITAL
Enriching Lives
4, Nagarabhavi Main Road, Prashanthnagar, Bangalore - 560079,
Ph : 080-23489238, 23485759, Email: bharathyhospital@gmail.com, www.bharthyhospital.com

Date : 23.12.2019

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Ms. SAPANA CHAULAGAIN (**Employee) appointed as **STAFF NURSE** holds good until the day employee stays with the esteemed institution.

2. You will receive a remuneration of **Rs. 20,000 (TWENTY THOUSAND ONLY)** for the 12 months. Your salary will be increased according to your performance after 12 months. You will not be entitled to any other financial benefits apart from the above mentioned. Initially you will be getting four leaves monthly.

3. You are required to abide by the service rules, the code of conduct and other rules and regulations, guidelines and instructions as laid down/ issued and as amended from time to time by the hospital, while on duty.

4. You shall not disclose to any person any information in regards to the works or processes of the hospital/s, which may come into our possession in the course of your association with us.

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Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

With Best Wishes,

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Signature

Date 23.12.2019

Job offer, sagar hospital-BSK

1 message

Bhanusree.Sirivelu <bsk3076@sagarhospitals.in> Fri, 24 Nov 2019 at 2:40
pmTo: subidhaneupane01 @gmail.com
Cc: Sunil George William <hrmgr.bsk@sagarhospitals.in>, Sushma N Swamy <bsk2823@sagarhospitals.in>

Dear Ms. Subidha Neupane

This has reference to the discussions you have had with us on 3rd January 2020 at Sagar Hospitals,Kumaraswamy Layout, Banashankari, Bangalore, for the position of " Staff Nurse ". You are herebyinformed that you are selected for the position interviewed. Remuneration will be fixed as mutually agreed upon during the discussion. You are requested to join on 3rd January 2020 as agreed.

Anticipating for an early reply and Joining.

Documents to be carried:

1. Covid Vaccination certificate.
2. 4 passport size photos.
3. 2 copies of ID and address proof(Aadhar card - 1 and PAN card - 1 mandatory, Phone number to beseeded to aadhar card,Pass Port).
4. 1 Family Photo Visiting card size for ESI
5. Self Bank Account Passbook copy.
6. Copies of educational certificates and Experience/Reliving certificates and Salary certificates(Originals for verification only).
7. Pre- Employment check up charges-Rs 700/- (In 1st Floor PHC center with fasting @ 8:00am)

--
Thanks & Regards
Bhanusree.S
HR Department
Sagar Hospitals-DSI
Kumarswamy Layout-BSK
Bangalore-560078

manipalhospitals
LIFE'S ON

Warm welcome

To,

Ms. Tenzing Pema,
Tehatta, Nadia,
West Bengal – 741160.

Dear Tufail,

Congratulations!

We are plased to inform you that you have been selectd for the position of “Nurse” in the depatrment of “nursing” in RL3 at Manipal Hospital – Hebbal.

As per our discussion, please find the offer detatils in Annexure I and the joining process in annexure II. This offer is subject to your clearance of the pre-employment medical examination and background Verification being found suitable to our requirement. You are also requested to sign and return to us a duplicate copy of this document and Annexures in token of your acceptance and authorizing us to utilize certain information to process this application.

As agreed, you will join us on or before 16th December, 2022. You may please contact Mr. Madhusudhana S at 0808 – 66600669 of HR Department, who will provide you with information on your orientation and inducation processes.

Please confirm your acceptance of this offer on or before 16th December, 2022. Please feel free to get in touch with Mr. Madusudhana S at 080 – 66600669 for any clarifications.

Welcome to the Manipal family! We look forward to having you with us.

Yours sincerely,
For Manipal Hospital Hebbal

Manipal Hospital Hebbal ★ Bengaluru ★

Arun S H
Hospital Director

Date: 21-02-2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms.Salkha Mishra (04465) was working with Sakra World Hospital (A Unit of Takshasila Hospitals Operating Private Limited) from 22-08-2022 to 21-02-2023 as Senior Staff Nurse in the Department of 5A-Ward. During his/her tenure with the organisation the employee was found to be sincere and hardworking.

Wishing all the best for future endeavours.

For Takshasila Hospitals
Operating Pvt. Ltd



Nita Viegas
General Manager - Human Resources

"This document is electronically generated and does not require signature or the Company's stamp in order to be considered valid"

Date: 21-02-2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. Nisha K Chaudhary (04465) was working with Sakra World Hospital (A Unit of Takshasila Hospitals Operating Private Limited) from 22-08-2022 to 21-02-2023 as Senior Staff Nurse in the Department of 5A-Ward. During his/her tenure with the organisation the employee was found to be sincere and hardworking.

Wishing all the best for future endeavours.

For Takshasila Hospitals
Operating Pvt. Ltd



Nita Viegas
General Manager - Human Resources

"This document is electronically generated and does not require signature or the Company's stamp in order to be considered valid"

TRIBHUVAN UNIVERSITY
TEACHING HOSPITAL

Cable : TUTHMED KATH

Maharajgunj
Kathmandu, Nepal

Ref. No.

Date:.....8th Nov. 2021

To Whom It May Concern

This is to certify that **Ms. Shreya Gurung** is working as a **Staff Nurse** in Tribhuvan University Teaching Hospital since **31st May 2021 to till date.**

I wish every success in her future endeavor.

.....

Promod Kumar Niroula
Chief
Personnel Administration

Phone No. : 44-12303, 44-12505, 44-12707, Fax No.: 977-1-44-22553, Post Box No.: 3578
E-mail: tuthdirector@iom.edu.np, Website: www.iom.edu.np

Adcock Ingram Limited

a MEDREICH Group Company

adcock ingram
Adding value to life

December 19, 2019

Ref: AIL/2019

Theja Chowdary G,
S/o G Hari Babu,
Balijakandaga (v),
Palasamudram (m), Chittor.

LETTER OF APPOINTMENT

Dear Theja Chowdary G,

With reference to your application and the subsequent interview you had with us we are pleased to appoint you the post as **"Officer - Quality Assurance"** in the Grade of **"Officer -I"** in our Organization, subject to your being found medically fit w.e.f. **December 02, 2019.**

You will be paid a salary as per the details given below

Particulars		**Monthly**	**Annual**
Basic	:	15300	
HRA	:	1425	
Total (A)	:	16725	200700
Provident fund	:		22032
Bonus	:		15300
Total (B)	:		37332
Cost To Company (A+B)	:		238032

b) Your appointment will be on probation for a duration of 6 (Six) months at the first instance. You will continue to be on probation until you are given a written confirmation letter and the confirmation will be subject to your satisfactory job performance, conduct and behavior. On confirmation of your services, if you wish to resign, a minimum Two Months notice is required for relieving you from the services. Salary in lieu of notice period is not acceptable to the Company.

Please note that should you be found guilty of any misconduct or non-performance, your services are liable to be terminated by way of dismissal without any notice or any compensation whatsoever during the period of probation.

adcock ingram
Adding value to life

...roup Company

...is appointment letter is issued on the understanding that all the information given by you in your letters, application form and during interviews are correct, true and complete. If it is found at any time that the information given by you when seeking appointment is not correct and true and/or you have knowingly suppressed any significant information, the Company will have the right either to withdraw this letter before you join services with us or to terminate your appointment with us any time and without any notice or compensation, after you have taken up service with us.

d) You will devote your whole time, energy and attention to your duties for promoting the interest of our Factory and shall not without our previous express written permission, engage / interest yourself (in whatever capacity) for carrying out any business/ occupation/ vocation/ venture, part time/full time/ in any indirect manner.

e) You may please note that you will carry out the work as per the instructions given to you from time to time, you shall be posted at **Adcock Ingram Ltd., # 49 C & D, Bommasandra Industrial Area, Anekal Taluk, Bangalore – 560 099**, however your services are liable to be transferred (either temporarily or permanently) to any Department / Division / Establishment in India of this Company or Group companies without any extra compensation.

f) You shall not utilise or divulge the Company's Trade secrets or affairs to any persons/Institutions without specific express permission from us.

g) You will be responsible for safe keeping/return in good conditions and order, of all our property that may have been entrusted to you from time to time for study/care/charge. If you fail to account for any property that may be entrusted to you or for which you are responsible, we shall have the right to deduct the money value of such property from your dues apart from our right to take any appropriate action as we deem fit which please note. You will keep us informed of any change in your residential address or in your civilian status.

h) The other terms and conditions of your employment will be governed by the rules and regulations applicable for the time being to the Company's staff in your category, subject to amendments / alterations, deletions etc. as the case may be from time to time.

This letter of appointment is being issued in duplicate to enable you to sign and return the duplicate copy as a proof of your being explained/understood the contents of this letter and your acceptance of the terms and conditions.

Thanking you,

G.V.RAMI REDDY
MANAGING DIRECTOR

==========

Accepted:

Name: .....

Signature .....

Date.....

Adcock Ingram Limited
49 C & D Bommasandra Industrial Area, Anekal Taluk, Bangalore - 560 099. Karnataka. India
Phone : ++91 80 4334 5300, Fax : ++91 80 4334 5328

Ref: BPL/HR/LET_OFR/2027
Date: 06/09/2021

Ms. Afreeen begum
13,Govindappa building 2Nd main de ,Bangerrghta road Bangaloree-5r, 2n
2ND floor main beside obel residency,Bangerrghta.
Karnataka - 560076

Dear Afreeen,

Subject: Letter of offer for employment

Further to the interview you had with us, we are pleased to offer you employment in our organization as EXECUTIVE in GENERIC FORMULATION RS-EX-EM-INDIA .
Your base location would be: Bangalore

Attached to this email offer are the following:

a. Annexure 1 - Detailed Emoluments.
b. Annexure 2 - Key Policies and Benefits.
c. Annexure 3 - Documents required to be submitted by you on the day of joining.
d. Terms and Conditions of Employment

You may confirm your acceptance of this offer by responding to this email.

We look forward to your acceptance of offer and request you to join us on 06/14/2021 **at 8.30 AM.**

You would be issued a detailed appointment letter once you join our organization.

For any queries / concern please reach out to,

Name: JUSTIN VARGHISE
Email ID: justin.varghise@biocon.com

Please ensure that all declarations are true, failing which the company holds the rights to revoke the offer/ appointment. As a policy a detailed Employee Background Verification is done for all employees who join Biocon Group.

This offer stands withdrawn, in case you do not confirm your acceptance (in writing or through an email) within seven days from the date of this letter. Consequently you will not have any further claim for employment with us.

This offer is subject to your medical fitness as per the rules of the company. Further to your offer acceptance you will be required to complete Pre-employment Medical Check up.

Please Note : On your date of joining , it is mandatory for you to produce an acknowledged copy of your resignation letter or the relieving letter from your last employer.

Thanking You,

Yours faithfully,

For BIOCON PHARMA LIMITED ,

AMITAVA SAHA
PRESIDENT- HR

IQVIA : Confirmation on Final Selects - Campus Drive - 14-Dec-2018 - Bangalore

Inbox

Mohanan, Fincy EX1 <Fincy.Mohanan@iqvia.com> Mon, Jan 7, 2019, 10:41 AM

to me, Ullas

Hi Ramesh,

Greetings of the day!!

Below are the students who have been selected from your esteemed college – Dayananda Sagar College of Pharmacy in the Placement drive held on 14-Dec-2018.

1. Divya Madhu
2. Kabita Kumari
3. Navaneeth Kunnumbrath
4. Sourav Bag
5. Rimsha Rehman
6. Kartik Khandelwal
7. Syed Abbas
8. Phurbu Tashi
9. Adarsh Sureshkumar

Congratulations to all these students and wish them all the best !!

Thanks & Regards
Fincy T Mohanan
Recruiter 1
India Talent Acquisition

IMS Health & Quintiles are now IQVIA™

Learn more about IQVIA™
Contact no. : 9513522103
Etamin Block, Wing B, 1st floor
Prestige Tech Park II,
Marathalli-Sarjapur Outer Ring Road,
Bangalore - 560103

bound by the decision of the Company in regard to publications written or otherwise, of any work with which you may be associated.

6. You will apply and maintain the highest standards of personal conduct and integrity and will deal with Company's money, materials, documents, reputation etc., with utmost honesty and diligence. You will not accept nor give cause to accept any gifts, commissions or other favors of any kind from any individual or body associated with the Company. Any violation of these or any other company procedures can result in disciplinary action against you.

7. No magnetic media such as floppy discs, magnetic tape cartridges, digital audio tapes, magnetic tapes, USB drives, hard discs, optical discs, CD– ROMs etc. shall be allowed to be brought into or taken out by you from JBL premises.

8. No documentation in paper form pertaining to the department to which you have been assigned shall be taken out by you from the JBL premises.

9. You will not attempt to work on a terminal, PC, workstation or computer system other than the one assigned to you by the officer in charge.

10. In the event of breach of any of the terms and conditions of the contract, Company reserves the right to summarily terminate the contract without prejudice to any other rights as per this contract.

11. The term of this agreement shall commence on **22nd January 2020** and shall be terminable upon either party providing to the other party thirty (30) days prior written notice of the intention to terminate this agreement.

    You are requested to go through the above terms and conditions along with the enclosed Annexure-I which forms an integral part of the contract. In case you agree to take up the contractual assignment, kindly indicate your acceptance by signing and returning the duplicate copy of this agreement.

Thanking you
For Jubilant Biosys Limited



Manoj Singlachar
Associate Vice President - Human Resources

17th January, 2020
Bangalore

To
Ms. Janani. S
#E-95, 1st Cross
Magadi Road
Bangalore-560023
Karnataka, India

Sub: Internship assignment with Jubilant Biosys Limited

Dear Ms. Janani,

Subsequent to the discussion you had with us, we are pleased to offer a contractual assignment on the following terms & conditions

1. The Internship assignment will be for the period of one year with effective from **22nd January 2020 to 21st January 2021** as an **Intern** in **DMPK** department. After this period, the contract may be reviewed for a further extension at the discretion of the Management.

2. You will be paid a consolidated sum of Rs.**20,000/-(Rupees Twenty thousand only) per month.** However, ESI and other statutory deductions as applicable would be made from the above amount.

3. You shall devote your entire productive time, ability and attention to the business of the Company excepting the limitations listed below in this section and shall perform all duties in a professional, ethical and businesslike manner.

4. Please be advised that the remuneration information in this letter is strictly confidential between you and the company and you are obliged to maintain absolute secrecy of the terms and conditions. Please be aware that the breaches of these conditions results in the immediate termination of your contractual assignment.

5. During tenure of contract with the Company, if you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the company, discover something entirely new, such developments / discoveries will be **fully communicated** to the company and will be and remain sole right/property of the company. It is however mutually agreed that this undertaking will in no way affect your right to make use of the general knowledge and skill you have acquired during your service in the company. You will not at any time, without the consent of the Company during the term of your service with the Company or after the termination of the service by notice, discharge or otherwise, make known or divulge in any manner whatsoever any information which, while in the service of the company you have acquired as secret information concerning the process, patents, transactions, finances or affairs of the Company. On this note you will have to sign the Companies' "Non Disclosure Agreement" at the time of severance with the company. In addition, you shall be

Narayana Health™
Health for all. All for health.

19.11.2021

Reference no. : 450312360370

Offer no. : 6000027892

Employee No : 360370
Ms. Divya M
D/O S Madhu 2 Pavithra Greenview Layout
Dommasandra Road Bangalore Bangalore
Karnataka - 560081

Dear Divya M,

Sub: Letter of Appointment

We welcome you to Narayana Health (hereafter referred to as 'NH'). We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. We are pleased to appoint you on the following terms and conditions:

A.	**Designation**	: Coordinator-Clinical Research
B.	**Date of Joining**	: 19.11.2021
C.	**Location**	: Narayana Health,#258/A, Anekal Taluk, Hosur Road, Bommasandra Industrial Area, Bengaluru, Karnataka - 560099.
D.	**Compensation**	: INR. 324,000.00 p.a

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this offer is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the hospital, the hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. You will be bound by the rules and regulations enforced by the organisation from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders. The same will be made available to the employees on the Intranet/mailer or whatsoever may be the manner which the Organisation deemed as suitable. The Organisation reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

e. This appointment is being made to you & subject to producing the relevant documents as intimated to you in the offer of employment.

f. **Fitness to Work:** At any time during the tenure of service, the Organisation has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of our offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Employee Manual as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** An employee shall retire from the services of the Hospital at the end of the month in which he/she attains the age of 60 years, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your Key Result Area (KRA) milestones and the applicable timelines for review within a month (30 days). This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with NH will be effective on your joining date. The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you NH, as a service Organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the Organisation from time to time.

4. Probation and Notice Period

You will be on probation for an initial period of six months from the date of your joining and during this period your notice period will be one month. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory and your probation is further extended in writing by NH. The Hospital may confirm your services based on satisfactory performance during the probation period In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with a one month. notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving a one month. notice without assigning any reason at any time during the probationary period.

a. After confirmation, the Hospital reserves the right to terminate your service on giving a one month notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to ask the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without the prescribed notice, the Hospital will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

b. You will continue to be governed by HR policies during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

c. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable HR policies or any other applicable policies governing your employment, including POSH, FAW, unauthorized absence / leave, the Hospital may terminate your employment immediately.

d. On termination of employment, an employee shall return to the office all articles of the Hospital issued to him/her by the office and his/her custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure and will be paid as arrears.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital`s discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location where you are posted.

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Employee Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees.

7. Responsibilities

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital/ its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Organisation to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the employee manual and policies of the hospital including but not limited to the Code of Conduct, POSH, FAW, and Information Security Policy etc. which is circulated through Intranet time to time as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

8. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed 'Confidential Information, Intellectual Property Rights and Non Compete agreement' at all times during your employment

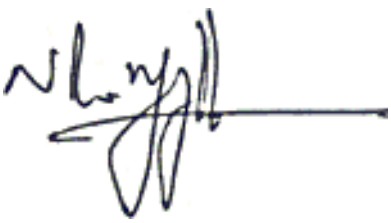
9. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of 'force majeure', including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such 'force majeure' event remains in effect.

10. This offer shall be governed by and construed in accordance with the laws of India. The courts at India alone shall have jurisdiction in the event of any dispute.

11. In the absence of our receiving your signed acceptance of this letter appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to NH and I wish you the best.

for Narayana Hrudayalaya Limited,



Dr. Nitin Manjunath
Facility Director

Narayana Health™
Health for all. All for health.

Annexure 1

Name : Divya M
Effective Date : 19.11.2021

Your total annual compensation will be **INR 324,000.00 .** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	Per Month (INR)	Per Annum (INR)
Basic	10,000.00	120,000.00
House Rent Allowance	6,000.00	72,000.00
Conveyance	3,000.00	36,000.00
Flexible Allowance	3,885.00	46,620.00
Statutory Bonus Advance	1,834.00	22,008.00
Company Contribution-PF	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total CTC	**27,000.00**	**324,000.00**

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.
National Pension Scheme (NPS): You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance Benefits: You will be covered under Group Mediclaim (GMC), Group Term Life (GTL) and Group Personal Accident (GPA) benefits as outlined in the NH Insurance Benefits Policy.

****

Declaration:
I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Signature: **Date:**

Name :

bartleby
technologies pvt ltd

Tarun Kumar Vinnakota
Flat no. 401, County Hill,
Road no. 24, Panchavati Colony,
Manikonda, Hyderabad - 500089

Dear Tarun,

On behalf of Bartleby Technologies Pvt. Ltd., a wholly owned subsidiary of Student Brands, LLC, a California limited liability company, ("Bartleby" or "the Company"), it is my pleasure to extend our offer of employment to you for the position of **Associate Subject Matter Expert.** We extend this offer, and the opportunity it represents, with confidence in your abilities to perform the duties of this position. Initially, you will report to **Shailesh Nair.**

If you accept this offer and the conditions of this offer are satisfied, you will start your position no later than **6th December 2021.**

PRIVATE AND CONFIDENTIAL

14.11.2021 Ref. No: 3637/11/2021/SD

To:
Aqueef Shariff
Dubai
UAE

Dear Mr. Aqueef Shariff,

We would like to offer you the position of Marketing Executive in our Dubai branch, United Arab Emirates, reporting to Sales & Marketing Manager, Dubai branch, United Arab Emirates with effect immediately.

The terms and conditions are detailed below:-

1. The first three months of employment will be probationary. During this period either side may terminate the contract without notice.
2. You will be on a limited contract.
3. This contract may be terminated :-
   a) By the company without notice if the employee is absent without permission for more than seven days, violates safety rules, is convicted of dishonesty, is ill- disciplined or causes substantial loss to the company.
   b) By the company giving 30 days notice in writing to the employee.
   c) By the employee giving 30 days notice in writing to the employer.
4. Initially if the company provides visit visa in that case all the expenses related to issue of visa and travel expenses for change of visa i.e. air fare etc will be borne by the company. While you are on visit visa the company will process your employment visa and incase if you decide to resign from the job then whatever expenses the company has incurred for arranging your visit visas, travel cost (air fare etc) will have to be paid by the employee to the company.
5. The employment contract will be renewed automatically (after three years service), unless either side notifies the other to be the contrary. If the employment contract is terminated by the employee before the period of three years then whatever expenses incurred by the company for processing your employment visa will be deducted from your dues.
6. In case if the employee is terminated by the company or the employee resigns on his own accord in which case the employee is not allowed to join any company with similar activities for two years after cancellation of the employment visa.
7. We agreed a total emolument of AED XXXXXXXX per annum excluding gratuity which will be withheld in accordance with the labor law & will be paid on final completion of employment in the U.A.E.
   Break of your Emoluments are as follows:

(Continued over...)

8. Length of tour will be 11 months on, 1 month off with a ticket for yourself to your place of domicile. Your initial tour may be longer or shorter to fit the existing personnel leave schedule and will be reviewed on completion of one full year service.
9. The company will provide you with a Car subject you have a valid UAE Driving License and eligible to drive in UAE. Any fines or penalties received from the traffic department / Rent a Car on your vehicle will be deducted from your salary. Petrol bills will be reimbursed upon providing the bills.
10. The employee should be ready to relocate to other locations as per the requirements of the company. The company does not bear any responsibility if the employee has any liability (in the form of car loan, personal loan, house rent cheques, credit card outstanding etc), which should hinder the relocation. The employee by all means should settle all his liabilities prior to relocation.
11. The company will provide medical insurance for you, excluding dental & optical treatment unless an accident occurs whilst engaged on Company business.
12. You will not, during the course of your employment by the company, or thereafter, divulge to any person information of a confidential nature relating to the business of the company, or any associated company, except, where it is necessary for the purpose of carrying out your duties whilst employed by this company.
13. You will, not in the course of your employment, be employed or engaged in any capacity in any other business without the prior written consent of the company.
14. You will observe local laws and relevant customs and will not engage in any activities objectionable to local authorities or governments.
15. Employment is subject to availability of visa.

You are also advised to get your degree certificates attested in order to process your employment visa.

Should you find this offer acceptable kindly sign the enclosed copy of this letter and return it to the under signed.
We look forward to receiving your acceptance and take this opportunity to wish you every success in your new position.

Yours sincerely,

Sapna Dimple
HR Officer

GEO-CHEM MIDDLE EAST

Accepted .....

Aqueef Shariff

Dubai: P.O. Box 2209, Plot No. TP/010305, National Industries Park, Dubai - United Arab Emirates, Tel: +971 4 8867400, Fax: +971 4 8867401
Operations: Email: operations.dubai@geochemglobal.com, **Laboratory:** Email: lab.dubai@geochemglobal.com
Fujairah Operations: Fujairah Free Zone 1, P.O. Box 3026, Fujairah, U.A.E., Tel. +971 9 2282927, Fax. +971 9 2282928, E-mail: operations.fujairah@geochemglobal.com
Laboratory: Tel. +971 9 2228360, Fax. +971 9 2228370, E-mail: lab.fujairah@geochemglobal.com
www.geochem.ae

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1998PTC024374
GSTIN: 29AACCS9173 KI ZP

Ref: SRNP/HR/134
Date : 7th January 2019

Ms. Krateesha Sharma
No. 7, 12th 'A' Main Road,
36th A Cross, BTM Layout,
Bangalore-560 041.

Dear Ms. Krateesha Sharma,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY EDITOR **TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the time of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seat.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR **TRAINEE"** in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature :

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To,
Chaitra R,
Bangalore

Dear Chaitra R,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

1. **Band, Level & Department: A : Level 2, People Practice & Operations.**

2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

3. **Training Period**: Your Training Period will be for a period of twelve months (12 months), starting with effect from **01 July, 2019.** During this period your total Compensation will be **Rs. 270,000 p.a. (Rupees Two Lakhs Seventy Thousand only per annum)** as explained in Annexure A. At the end of the period, it will automatically come to an end, unless we extend it for a further period in writing.

4. **Training Bond:** The company will be incurring costs towards your training and you would therefore need to sign a training bond for an amount of Rs. **35,000/-** for 12 months. In case you decide to leave the company at any time during the bond period, you will need to pay the entire training amount due to the company.

5. **Rules and procedures**: You will be governed by the Rules and Regulations as per the Training Agreement and the Company's Staff rules, regulations, administrative procedures in force from time to time, on matters such as working hours, festival holidays, weekly offs, leaves and other administrative policies.

6. **Timings**: We work from **Monday to Friday, 9:00 AM to 6:30 PM,** during which your presence in the office is mandatory. Please note that you may be required to undertake shift duties / work extended hours as required by the Company depending upon the Training needs/assignments assigned to completion, business requirements / policies and exigencies of work.

7. **Leave -** You will be eligible for 1 day leave for every completed Training Month during your training period.

8. **Appraisal:** You will be taken on rolls as a full time employee on successful completion of 1 year traineeship with the company. You will then fall into the subsequent review cycle running at that time and be eligible for salary review as per the guidelines. Compensation guidelines can be changed as per the company policy.

9. **Background Verification: This Offer/Appointment shall, at all times, be subject to your successful clearing of the** background verification (BGV) process. BGV will be conducted in areas including your education, prior employment (s), criminal records and such other areas as may be required by client projects by Indegene or third-party agency appointed by Indegene either prior or post your joining. It is important for you to submit the documents specified below at any point in time (pre or post joining) for process compliance, and submission of the documents would be considered as your consent to execute the BGV process.

    1. You are required to submit the following documents:
        a. Educational proofs - Convocation Certificate / Final Marksheet
        b. Professional proofs-
            i. Relieving letters and experience certificates
            ii. Pay slips from previous employer before joining
        c. Such other documents as may be necessary as per client project requirements.
    2. You may have to undergo a drug test or any other medical tests that would be arranged by Indegene as per the client project requirements.

    If any of the statements/documents/reference details provided by you is found to be inaccurate or false, or if any feedback during the reference check is found to be negative, or if you were found to be convicted in any criminal offence, Indegene will have the authority to nullify your offer / appointment and terminate your employment with immediate effect from the detection of such occurrence without any prior notice.

JOINING FORMALITIES:

At the time of joining, it is mandatory for you to submit the documents mentioned below:

1. **Photo identity & address proof** – photocopy of driving license, Aadhar card, passport, any other government issued ID/address proof.
2. **Educational certificates / Final marksheet** – photocopies along with the originals for verification.
3. **Pay slips** from the previous employer.
4. **Relieving letter(s)** from the last two employers.
    a. **Note:** If you have been employed before, a clear relieving letter from your last employer is to be made available to us at the time of your joining service before your appointment takes effect. The company has offered you based on your representations/experience. In the event of your failure to provide us with a relieving letter, you agree to indemnify and keep the company indemnified from and against any and all claims that may arise in this regard.

5. **Photographs**:
    a. Self: four passport-size photographs.
    b. Postcard-size group photo with complete family (dependent parents, spouse, children) if applicable for ESI Benefits (see annexure A)

6. **PAN card** – Photocopy.

ACCEPTANCE OF OFFER

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings, which may include the use of an external agency to check your prior employment, education and criminal records. If any of the statements you provided during the course of your interview, in the details of your resume or any other documents you provided, are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with our Company.

Your compensation details are confidential and you may discuss it only with the HR team, in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company.

This offer is valid for **1 day**. In order to accept it, you must do the following, after which period this offer shall **lapse** automatically.

1. Reply to this mail, stating your acceptance.

2. Inform any company with whom you have a contractual relationship (whether as an employee or a contractor) about termination of the relationship

3. Please note you may not work for any other Company or freelance while with Indegene Private Limited (formerly Indegene Lifesystems Private Limited).

ACCEPTANCE

I **Chaitra R,** hereby **accept** the position and terms and conditions of employment offered. I agree to work on different shifts on a rotational basis as per the business requirements and client requirements. I understand that any material misrepresentation by me of my qualifications, credentials, or personal record may result in my immediate dismissal upon discovery by the Company. I shall join the company on 01**July, 2019.**

Please sign your acceptance_____

Date: _____

ANNEXURE A

Please find below the Cost to Company breakup, which we would like to offer you

Components	Annual Salary	Per Month Salary
Basic	77,400	6,450
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	68,469	5,706
HRA	30,960	2,580
Sub Total 1	**176,829**	**14,736**
Retiral Components		
Provident Fund*	20,448	1,704
Gratuity*	3,723	310
ESI (If applicable)	10,020	835
Sub Total 2	**34,191**	**2,849**
Other Components		
*Statutory Bonus/ Ex-gratia	34,080	2,840
Variable Pay - On a rating of 3	12,900	1,075
Sub Total 3	**46,980**	**3,915**
Cost to Company (CTC)	**258,000**	**21,500**
Special Payout	12,000	1,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**270,000**	**22,500**
Deductions		
Employee Provident Fund*	20,448	1,704
ESI - Employee	3,696	308
Retirals		
Employer Provident Fund*	20,448	1,704
Grauity*	3,723	310
ESI - Employer	10,020	835
Total	**58,335**	**4,861**
Net Take home (without TDS)	**186,765**	**15,564**

Note:

- **Provident Fund (PF)*:**
  PF is contributed at 12% of wages, subject to a minimum wage rate from time to time.

- **Statutory Bonus/ Ex-gratia*:**
  Statutory Bonus/ Ex-gratia is calculated at 20% of wages, subject to a minimum wage rate from time to time and it is paid out on a monthly basis.

- **Gratuity***:

Gratuity is applicable as per the Gratuity Act. It is payable on separation from the services of the company on completion of 5 years of continuous service and is computed on your last drawn basic salary.

- **Flexible Benefit Components (FBC)***:

  Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best.This plan will enable you to

  A. Choose from a bouquet of allowances or benefits like Fuel Reimbursement, Drivers Salary, Professional Development Course, Food Coupons and Leave Travel Allowance (LTA) etc. to reduce your overall tax liability.

  B. Redefine your salary structure within prescribed guidelines to optimize your earnings

Note - FBC is provided at the discretion of the management and it can also be withdrawn at any time or it can be subject to changes as per statutory and tax guidelines.

- **Variable Pay:**

  Variable Pay is an important component of the total remuneration package, driven by individual performance and payable upon the organization and the department meeting the stated goals and yourself getting an annual average rating of 3 (normalized). As per the Performance Management System of the company, you will be eligible for a Variable Pay of **Rs. 12,900/-p.a.(Rupees Twelve Thousand Nine Hundred only per annum)** (TDS will be applicable as per the IT rules). The Variable Pay would be payable biannually, which would be subject to your being on the payrolls of the company at the time of payment. Employees who have resigned/ serving their notice pay, will not be entitled for a Variable Pay.The Company reserves the right to modify the variable pay scheme at its discretion from time to time.

- **ESI (Employee State Insurance):**

  As per the statutory rules and regulations you would be covered under the ESIC scheme, the current contribution is @ 4.75% and 1.75% of monthly CTC, by the employer and employee respectively. Please note that you would not be eligible for the Mediclaim Policy of the company during this time.

  Note: As per the ESI rules, any changes in ESI coverage as announced by the Government through the official gazette becomes applicable to all employees who fall within the criteria as specified in the statutory norms.

- **Statutory Obligations/Contributions:**

  You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy. Appropriate recoveries will be implemented towards any statutory liabilities arising on your account. Any payment by way of statutory obligations or otherwise that may arise in future will be adjusted against the amount of your cost to the company (CTC). All statutory payments shall be calculated on the basis of basic salary or as per statutory/IT guidelines applicable to you from time to time.

  i. You will be required to join/continue to be a member of the Staff Provident Fund, be bound by the rules and entitled to its benefits.
  ii. You will be eligible for gratuity as per the Gratuity Act, payable on completion of 5 years.
  iii. ESI will be applicable based on your CTC.

- **Special Payout:**

  As a part of the compensation structure, a part of the Total Compensation would be payable to you as a special payout. The special payout of **Rs. 24,000/-** (TDS will be applicable as per the IT rules) would be payable to you in the month

following the 24th month anniversary of your date of joining, which would be subject to your being on the payrolls of the company at the time of the payment. Special payout will be applicable for the first 2 years, unless otherwise decided by the company in its sole discretion.

Other Benefits

- **Mediclaim Insurance:**

  Employee only, would be covered under the Mediclaim Insurance for a maximum sum of **Rs. 2,00,000/- (Rupees Two Lakh only per annum)**. As per the Company policy, the Company would bear the total premium. The Company reserves the right to increase the amount recovered based on the increasing healthcare/insurance premiums.

- **Personal Accident Insurance:**

  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To,
Moaakum,
Bangalore

Dear Moaakum,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

1. **Band, Level & Department: A : Level 2, People Practice & Operations.**

2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

3. **Training Period**: Your Training Period will be for a period of twelve months (12 months), starting with effect from **01 July, 2019.** During this period your total Compensation will be **Rs. 270,000 p.a. (Rupees Two Lakhs Seventy Thousand only per annum)** as explained in Annexure A. At the end of the period, it will automatically come to an end, unless we extend it for a further period in writing.

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- **Personal Accident Insurance:**

  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To, Aqueef Shariff,
Bangalore

Dear Aqueef Shariff,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

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2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

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4. **Relieving letter(s)** from the last two employers.
    a. **Note:** If you have been employed before, a clear relieving letter from your last employer is to be made available to us at the time of your joining service before your appointment takes effect. The company has offered you based on your representations/experience. In the event of your failure to provide us with a relieving letter, you agree to indemnify and keep the company indemnified from and against any and all claims that may arise in this regard.

5. **Photographs**:
    a. Self: four passport-size photographs.
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6. **PAN card** – Photocopy.

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3. Please note you may not work for any other Company or freelance while with Indegene Private Limited (formerly Indegene Lifesystems Private Limited).

ACCEPTANCE

I **Aqueef Shariff,** hereby **accept** the position and terms and conditions of employment offered. I agree to work on different shifts on a rotational basis as per the business requirements and client requirements. I understand that any material misrepresentation by me of my qualifications, credentials, or personal record may result in my immediate dismissal upon discovery by the Company. I shall join the company on 01**July, 2019.**

Please sign your acceptance_____

Date: _____

ANNEXURE A

Please find below the Cost to Company breakup, which we would like to offer you

Components	Annual Salary	Per Month Salary
Basic	77,400	6,450
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	68,469	5,706
HRA	30,960	2,580
Sub Total 1	**176,829**	**14,736**
Retiral Components		
Provident Fund*	20,448	1,704
Gratuity*	3,723	310
ESI (If applicable)	10,020	835
Sub Total 2	**34,191**	**2,849**
Other Components		
*Statutory Bonus/ Ex-gratia	34,080	2,840
Variable Pay - On a rating of 3	12,900	1,075
Sub Total 3	**46,980**	**3,915**
Cost to Company (CTC)	**258,000**	**21,500**
Special Payout	12,000	1,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**270,000**	**22,500**
Deductions		
Employee Provident Fund*	20,448	1,704
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ESI - Employer	10,020	835
Total	**58,335**	**4,861**
Net Take home (without TDS)	**186,765**	**15,564**

Note:

- **Provident Fund (PF)*:**
  PF is contributed at 12% of wages, subject to a minimum wage rate from time to time.

- **Statutory Bonus/ Ex-gratia*:**
  Statutory Bonus/ Ex-gratia is calculated at 20% of wages, subject to a minimum wage rate from time to time and it is paid out on a monthly basis.

- **Gratuity***:

Gratuity is applicable as per the Gratuity Act. It is payable on separation from the services of the company on completion of 5 years of continuous service and is computed on your last drawn basic salary.

- **Flexible Benefit Components (FBC)*:**

  Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best.This plan will enable you to

  A. Choose from a bouquet of allowances or benefits like Fuel Reimbursement, Drivers Salary, Professional Development Course, Food Coupons and Leave Travel Allowance (LTA) etc. to reduce your overall tax liability.

  B. Redefine your salary structure within prescribed guidelines to optimize your earnings

Note - FBC is provided at the discretion of the management and it can also be withdrawn at any time or it can be subject to changes as per statutory and tax guidelines.

- **Variable Pay:**

  Variable Pay is an important component of the total remuneration package, driven by individual performance and payable upon the organization and the department meeting the stated goals and yourself getting an annual average rating of 3 (normalized). As per the Performance Management System of the company, you will be eligible for a Variable Pay of **Rs. 12,900/-p.a.(Rupees Twelve Thousand Nine Hundred only per annum)** (TDS will be applicable as per the IT rules). The Variable Pay would be payable biannually, which would be subject to your being on the payrolls of the company at the time of payment. Employees who have resigned/ serving their notice pay, will not be entitled for a Variable Pay.The Company reserves the right to modify the variable pay scheme at its discretion from time to time.

- **ESI (Employee State Insurance):**

  As per the statutory rules and regulations you would be covered under the ESIC scheme, the current contribution is @ 4.75% and 1.75% of monthly CTC, by the employer and employee respectively. Please note that you would not be eligible for the Mediclaim Policy of the company during this time.

  Note: As per the ESI rules, any changes in ESI coverage as announced by the Government through the official gazette becomes applicable to all employees who fall within the criteria as specified in the statutory norms.

- **Statutory Obligations/Contributions:**

  You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy. Appropriate recoveries will be implemented towards any statutory liabilities arising on your account. Any payment by way of statutory obligations or otherwise that may arise in future will be adjusted against the amount of your cost to the company (CTC). All statutory payments shall be calculated on the basis of basic salary or as per statutory/IT guidelines applicable to you from time to time.

  i. You will be required to join/continue to be a member of the Staff Provident Fund, be bound by the rules and entitled to its benefits.
  ii. You will be eligible for gratuity as per the Gratuity Act, payable on completion of 5 years.
  iii. ESI will be applicable based on your CTC.

- **Special Payout:**

  As a part of the compensation structure, a part of the Total Compensation would be payable to you as a special payout. The special payout of **Rs. 24,000/-** (TDS will be applicable as per the IT rules) would be payable to you in the month

following the 24th month anniversary of your date of joining, which would be subject to your being on the payrolls of the company at the time of the payment. Special payout will be applicable for the first 2 years, unless otherwise decided by the company in its sole discretion.

Other Benefits

- **Mediclaim Insurance:**

  Employee only, would be covered under the Mediclaim Insurance for a maximum sum of **Rs. 2,00,000/- (Rupees Two Lakh only per annum)**. As per the Company policy, the Company would bear the total premium. The Company reserves the right to increase the amount recovered based on the increasing healthcare/insurance premiums.

- **Personal Accident Insurance:**

  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To,
InjetiReka
Bangalore

Dear Injeti Rekha,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

1. **Band, Level & Department: A : Level 2, People Practice & Operations.**

2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

3. **Training Period**: Your Training Period will be for a period of twelve months (12 months), starting with effect from **01 July, 2019.** During this period your total Compensation will be **Rs. 270,000 p.a. (Rupees Two Lakhs Seventy Thousand only per annum)** as explained in Annexure A. At the end of the period, it will automatically come to an end, unless we extend it for a further period in writing.

4. **Training Bond:** The company will be incurring costs towards your training and you would therefore need to sign a training bond for an amount of Rs. **35,000/-** for 12 months. In case you decide to leave the company at any time during the bond period, you will need to pay the entire training amount due to the company.

5. **Rules and procedures**: You will be governed by the Rules and Regulations as per the Training Agreement and the Company's Staff rules, regulations, administrative procedures in force from time to time, on matters such as working hours, festival holidays, weekly offs, leaves and other administrative policies.

6. **Timings**: We work from **Monday to Friday, 9:00 AM to 6:30 PM,** during which your presence in the office is mandatory. Please note that you may be required to undertake shift duties / work extended hours as required by the Company depending upon the Training needs/assignments assigned to completion, business requirements / policies and exigencies of work.

7. **Leave -** You will be eligible for 1 day leave for every completed Training Month during your training period.

8. **Appraisal:** You will be taken on rolls as a full time employee on successful completion of 1 year traineeship with the company. You will then fall into the subsequent review cycle running at that time and be eligible for salary review as per the guidelines. Compensation guidelines can be changed as per the company policy.

9. **Background Verification: This Offer/Appointment shall, at all times, be subject to your successful clearing of the** background verification (BGV) process. BGV will be conducted in areas including your education, prior employment (s), criminal records and such other areas as may be required by client projects by Indegene or third-party agency appointed by Indegene either prior or post your joining. It is important for you to submit the documents specified below at any point in time (pre or post joining) for process compliance, and submission of the documents would be considered as your consent to execute the BGV process.

    1. You are required to submit the following documents:
        a. Educational proofs - Convocation Certificate / Final Marksheet
        b. Professional proofs-
            i. Relieving letters and experience certificates
            ii. Pay slips from previous employer before joining
        c. Such other documents as may be necessary as per client project requirements.
    2. You may have to undergo a drug test or any other medical tests that would be arranged by Indegene as per the client project requirements.

    If any of the statements/documents/reference details provided by you is found to be inaccurate or false, or if any feedback during the reference check is found to be negative, or if you were found to be convicted in any criminal offence, Indegene will have the authority to nullify your offer / appointment and terminate your employment with immediate effect from the detection of such occurrence without any prior notice.

JOINING FORMALITIES:

At the time of joining, it is mandatory for you to submit the documents mentioned below:

1. **Photo identity & address proof** – photocopy of driving license, Aadhar card, passport, any other government issued ID/address proof.
2. **Educational certificates / Final marksheet** – photocopies along with the originals for verification.
3. **Pay slips** from the previous employer.
4. **Relieving letter(s)** from the last two employers.
    a. **Note:** If you have been employed before, a clear relieving letter from your last employer is to be made available to us at the time of your joining service before your appointment takes effect. The company has offered you based on your representations/experience. In the event of your failure to provide us with a relieving letter, you agree to indemnify and keep the company indemnified from and against any and all claims that may arise in this regard.

5. **Photographs**:
    a. Self: four passport-size photographs.
    b. Postcard-size group photo with complete family (dependent parents, spouse, children) if applicable for ESI Benefits (see annexure A)

6. **PAN card** – Photocopy.

ACCEPTANCE OF OFFER

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings, which may include the use of an external agency to check your prior employment, education and criminal records. If any of the statements you provided during the course of your interview, in the details of your resume or any other documents you provided, are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with our Company.

Your compensation details are confidential and you may discuss it only with the HR team, in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company.

This offer is valid for **1 day**. In order to accept it, you must do the following, after which period this offer shall **lapse** automatically.

1. Reply to this mail, stating your acceptance.

2. Inform any company with whom you have a contractual relationship (whether as an employee or a contractor) about termination of the relationship

3. Please note you may not work for any other Company or freelance while with Indegene Private Limited (formerly Indegene Lifesystems Private Limited).

ACCEPTANCE

I **Injeti Rekha,** hereby **accept** the position and terms and conditions of employment offered. I agree to work on different shifts on a rotational basis as per the business requirements and client requirements. I understand that any material misrepresentation by me of my qualifications, credentials, or personal record may result in my immediate dismissal upon discovery by the Company. I shall join the company on 01**July, 2019.**

Please sign your acceptance_____

Date: _____

ANNEXURE A

Please find below the Cost to Company breakup, which we would like to offer you

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  A. Choose from a bouquet of allowances or benefits like Fuel Reimbursement, Drivers Salary, Professional Development Course, Food Coupons and Leave Travel Allowance (LTA) etc. to reduce your overall tax liability.

  B. Redefine your salary structure within prescribed guidelines to optimize your earnings

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  Variable Pay is an important component of the total remuneration package, driven by individual performance and payable upon the organization and the department meeting the stated goals and yourself getting an annual average rating of 3 (normalized). As per the Performance Management System of the company, you will be eligible for a Variable Pay of **Rs. 12,900/-p.a.(Rupees Twelve Thousand Nine Hundred only per annum)** (TDS will be applicable as per the IT rules). The Variable Pay would be payable biannually, which would be subject to your being on the payrolls of the company at the time of payment. Employees who have resigned/ serving their notice pay, will not be entitled for a Variable Pay.The Company reserves the right to modify the variable pay scheme at its discretion from time to time.

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  Note: As per the ESI rules, any changes in ESI coverage as announced by the Government through the official gazette becomes applicable to all employees who fall within the criteria as specified in the statutory norms.

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following the 24th month anniversary of your date of joining, which would be subject to your being on the payrolls of the company at the time of the payment. Special payout will be applicable for the first 2 years, unless otherwise decided by the company in its sole discretion.

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  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To,
MuthuPria
Bangalore

Dear Muthu Priya,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

1. **Band, Level & Department: A : Level 2, People Practice & Operations.**

2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

3. **Training Period**: Your Training Period will be for a period of twelve months (12 months), starting with effect from **01 July, 2019.** During this period your total Compensation will be **Rs. 270,000 p.a. (Rupees Two Lakhs Seventy Thousand only per annum)** as explained in Annexure A. At the end of the period, it will automatically come to an end, unless we extend it for a further period in writing.

4. **Training Bond:** The company will be incurring costs towards your training and you would therefore need to sign a training bond for an amount of Rs. **35,000/-** for 12 months. In case you decide to leave the company at any time during the bond period, you will need to pay the entire training amount due to the company.

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6. **Timings**: We work from **Monday to Friday, 9:00 AM to 6:30 PM,** during which your presence in the office is mandatory. Please note that you may be required to undertake shift duties / work extended hours as required by the Company depending upon the Training needs/assignments assigned to completion, business requirements / policies and exigencies of work.

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8. **Appraisal:** You will be taken on rolls as a full time employee on successful completion of 1 year traineeship with the company. You will then fall into the subsequent review cycle running at that time and be eligible for salary review as per the guidelines. Compensation guidelines can be changed as per the company policy.

9. **Background Verification: This Offer/Appointment shall, at all times, be subject to your successful clearing of the** background verification (BGV) process. BGV will be conducted in areas including your education, prior employment (s), criminal records and such other areas as may be required by client projects by Indegene or third-party agency appointed by Indegene either prior or post your joining. It is important for you to submit the documents specified below at any point in time (pre or post joining) for process compliance, and submission of the documents would be considered as your consent to execute the BGV process.

    1. You are required to submit the following documents:
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            ii. Pay slips from previous employer before joining
        c. Such other documents as may be necessary as per client project requirements.
    2. You may have to undergo a drug test or any other medical tests that would be arranged by Indegene as per the client project requirements.

    If any of the statements/documents/reference details provided by you is found to be inaccurate or false, or if any feedback during the reference check is found to be negative, or if you were found to be convicted in any criminal offence, Indegene will have the authority to nullify your offer / appointment and terminate your employment with immediate effect from the detection of such occurrence without any prior notice.

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4. **Relieving letter(s)** from the last two employers.
    a. **Note:** If you have been employed before, a clear relieving letter from your last employer is to be made available to us at the time of your joining service before your appointment takes effect. The company has offered you based on your representations/experience. In the event of your failure to provide us with a relieving letter, you agree to indemnify and keep the company indemnified from and against any and all claims that may arise in this regard.

5. **Photographs**:
    a. Self: four passport-size photographs.
    b. Postcard-size group photo with complete family (dependent parents, spouse, children) if applicable for ESI Benefits (see annexure A)

6. **PAN card** – Photocopy.

ACCEPTANCE OF OFFER

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings, which may include the use of an external agency to check your prior employment, education and criminal records. If any of the statements you provided during the course of your interview, in the details of your resume or any other documents you provided, are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with our Company.

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ACCEPTANCE

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Note - FBC is provided at the discretion of the management and it can also be withdrawn at any time or it can be subject to changes as per statutory and tax guidelines.

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  Variable Pay is an important component of the total remuneration package, driven by individual performance and payable upon the organization and the department meeting the stated goals and yourself getting an annual average rating of 3 (normalized). As per the Performance Management System of the company, you will be eligible for a Variable Pay of **Rs. 12,900/-p.a.(Rupees Twelve Thousand Nine Hundred only per annum)** (TDS will be applicable as per the IT rules). The Variable Pay would be payable biannually, which would be subject to your being on the payrolls of the company at the time of payment. Employees who have resigned/ serving their notice pay, will not be entitled for a Variable Pay.The Company reserves the right to modify the variable pay scheme at its discretion from time to time.

- **ESI (Employee State Insurance):**

  As per the statutory rules and regulations you would be covered under the ESIC scheme, the current contribution is @ 4.75% and 1.75% of monthly CTC, by the employer and employee respectively. Please note that you would not be eligible for the Mediclaim Policy of the company during this time.

  Note: As per the ESI rules, any changes in ESI coverage as announced by the Government through the official gazette becomes applicable to all employees who fall within the criteria as specified in the statutory norms.

- **Statutory Obligations/Contributions:**

  You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy. Appropriate recoveries will be implemented towards any statutory liabilities arising on your account. Any payment by way of statutory obligations or otherwise that may arise in future will be adjusted against the amount of your cost to the company (CTC). All statutory payments shall be calculated on the basis of basic salary or as per statutory/IT guidelines applicable to you from time to time.

  i. You will be required to join/continue to be a member of the Staff Provident Fund, be bound by the rules and entitled to its benefits.
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- **Special Payout:**

  As a part of the compensation structure, a part of the Total Compensation would be payable to you as a special payout. The special payout of **Rs. 24,000/-** (TDS will be applicable as per the IT rules) would be payable to you in the month

following the 24th month anniversary of your date of joining, which would be subject to your being on the payrolls of the company at the time of the payment. Special payout will be applicable for the first 2 years, unless otherwise decided by the company in its sole discretion.

Other Benefits

- **Mediclaim Insurance:**

  Employee only, would be covered under the Mediclaim Insurance for a maximum sum of **Rs. 2,00,000/- (Rupees Two Lakh only per annum)**. As per the Company policy, the Company would bear the total premium. The Company reserves the right to increase the amount recovered based on the increasing healthcare/insurance premiums.

- **Personal Accident Insurance:**

  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/6470/14 Resume ID # RES/422097/14

22-May-2019

To,
RadhaRa
man Raj,
Bangalore

Dear Radha Raman Raj,

Thank you for your time and effort in attending the interview with **Indegene Private Limited (formerly Indegene Lifesystems Private Limited)**. We extend this offer and the opportunity it presents with great confidence in your abilities. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our Company.

We are pleased to offer you the position of **Junior Associate – Data Annotation** in our Company as detailed below: Your appointment is effective from the date of joining, which shall be as soon as possible but not later than **01July,2019** You will be based at our **Bangalore** detailed appointment letter shall be issued to you upon joining.

1. **Band, Level & Department: A : Level 2, People Practice & Operations.**

2. **Scope of Training**: The scope of your Training will be broadly as per the Training and Development guidelines as mentioned during our discussion. You will also render such other services under the direction of your superiors, consistent with your overall Training assignments, as may be necessary to meet our requirement from time to time. It is understood that you will attend to all Training assignments on priority. You will be assessed at the end of the twelve month term on assigned parameters with a condition that you need to meet the expected standards of certification. Based on your performance and the organizational needs, you may be absorbed on full-time employment with the company

3. **Training Period**: Your Training Period will be for a period of twelve months (12 months), starting with effect from **01 July, 2019.** During this period your total Compensation will be **Rs. 270,000 p.a. (Rupees Two Lakhs Seventy Thousand only per annum)** as explained in Annexure A. At the end of the period, it will automatically come to an end, unless we extend it for a further period in writing.

4. **Training Bond:** The company will be incurring costs towards your training and you would therefore need to sign a training bond for an amount of Rs. **35,000/-** for 12 months. In case you decide to leave the company at any time during the bond period, you will need to pay the entire training amount due to the company.

5. **Rules and procedures**: You will be governed by the Rules and Regulations as per the Training Agreement and the Company's Staff rules, regulations, administrative procedures in force from time to time, on matters such as working hours, festival holidays, weekly offs, leaves and other administrative policies.

6. **Timings**: We work from **Monday to Friday, 9:00 AM to 6:30 PM,** during which your presence in the office is mandatory. Please note that you may be required to undertake shift duties / work extended hours as required by the Company depending upon the Training needs/assignments assigned to completion, business requirements / policies and exigencies of work.

7. **Leave -** You will be eligible for 1 day leave for every completed Training Month during your training period.

8. **Appraisal:** You will be taken on rolls as a full time employee on successful completion of 1 year traineeship with the company. You will then fall into the subsequent review cycle running at that time and be eligible for salary review as per the guidelines. Compensation guidelines can be changed as per the company policy.

9. **Background Verification: This Offer/Appointment shall, at all times, be subject to your successful clearing of the** background verification (BGV) process. BGV will be conducted in areas including your education, prior employment (s), criminal records and such other areas as may be required by client projects by Indegene or third-party agency appointed by Indegene either prior or post your joining. It is important for you to submit the documents specified below at any point in time (pre or post joining) for process compliance, and submission of the documents would be considered as your consent to execute the BGV process.

    1. You are required to submit the following documents:
        a. Educational proofs - Convocation Certificate / Final Marksheet
        b. Professional proofs-
            i. Relieving letters and experience certificates
            ii. Pay slips from previous employer before joining
        c. Such other documents as may be necessary as per client project requirements.
    2. You may have to undergo a drug test or any other medical tests that would be arranged by Indegene as per the client project requirements.

    If any of the statements/documents/reference details provided by you is found to be inaccurate or false, or if any feedback during the reference check is found to be negative, or if you were found to be convicted in any criminal offence, Indegene will have the authority to nullify your offer / appointment and terminate your employment with immediate effect from the detection of such occurrence without any prior notice.

JOINING FORMALITIES:

At the time of joining, it is mandatory for you to submit the documents mentioned below:

1. **Photo identity & address proof** – photocopy of driving license, Aadhar card, passport, any other government issued ID/address proof.
2. **Educational certificates / Final marksheet** – photocopies along with the originals for verification.
3. **Pay slips** from the previous employer.
4. **Relieving letter(s)** from the last two employers.
    a. **Note:** If you have been employed before, a clear relieving letter from your last employer is to be made available to us at the time of your joining service before your appointment takes effect. The company has offered you based on your representations/experience. In the event of your failure to provide us with a relieving letter, you agree to indemnify and keep the company indemnified from and against any and all claims that may arise in this regard.

5. **Photographs**:
    a. Self: four passport-size photographs.
    b. Postcard-size group photo with complete family (dependent parents, spouse, children) if applicable for ESI Benefits (see annexure A)

6. **PAN card** – Photocopy.

ACCEPTANCE OF OFFER

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings, which may include the use of an external agency to check your prior employment, education and criminal records. If any of the statements you provided during the course of your interview, in the details of your resume or any other documents you provided, are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with our Company.

Your compensation details are confidential and you may discuss it only with the HR team, in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company.

This offer is valid for **1 day**. In order to accept it, you must do the following, after which period this offer shall **lapse** automatically.

1. Reply to this mail, stating your acceptance.

2. Inform any company with whom you have a contractual relationship (whether as an employee or a contractor) about termination of the relationship

3. Please note you may not work for any other Company or freelance while with Indegene Private Limited (formerly Indegene Lifesystems Private Limited).

ACCEPTANCE

I **Radha Raman Raj,** hereby **accept** the position and terms and conditions of employment offered. I agree to work on different shifts on a rotational basis as per the business requirements and client requirements. I understand that any material misrepresentation by me of my qualifications, credentials, or personal record may result in my immediate dismissal upon discovery by the Company. I shall join the company on 01**July, 2019.**

Please sign your acceptance_____

Date: _____

ANNEXURE A

Please find below the Cost to Company breakup, which we would like to offer you

Components	Annual Salary	Per Month Salary
Basic	77,400	6,450
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	68,469	5,706
HRA	30,960	2,580
Sub Total 1	**176,829**	**14,736**
Retiral Components		
Provident Fund*	20,448	1,704
Gratuity*	3,723	310
ESI (If applicable)	10,020	835
Sub Total 2	**34,191**	**2,849**
Other Components		
*Statutory Bonus/ Ex-gratia	34,080	2,840
Variable Pay - On a rating of 3	12,900	1,075
Sub Total 3	**46,980**	**3,915**
Cost to Company (CTC)	**258,000**	**21,500**
Special Payout	12,000	1,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**270,000**	**22,500**
Deductions		
Employee Provident Fund*	20,448	1,704
ESI - Employee	3,696	308
Retirals		
Employer Provident Fund*	20,448	1,704
Grauity*	3,723	310
ESI - Employer	10,020	835
Total	**58,335**	**4,861**
Net Take home (without TDS)	**186,765**	**15,564**

Note:

- **Provident Fund (PF)*:**
  PF is contributed at 12% of wages, subject to a minimum wage rate from time to time.

- **Statutory Bonus/ Ex-gratia*:**
  Statutory Bonus/ Ex-gratia is calculated at 20% of wages, subject to a minimum wage rate from time to time and it is paid out on a monthly basis.

- **Gratuity***:

Gratuity is applicable as per the Gratuity Act. It is payable on separation from the services of the company on completion of 5 years of continuous service and is computed on your last drawn basic salary.

- **Flexible Benefit Components (FBC)*:**

  Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best.This plan will enable you to

  A. Choose from a bouquet of allowances or benefits like Fuel Reimbursement, Drivers Salary, Professional Development Course, Food Coupons and Leave Travel Allowance (LTA) etc. to reduce your overall tax liability.

  B. Redefine your salary structure within prescribed guidelines to optimize your earnings

Note - FBC is provided at the discretion of the management and it can also be withdrawn at any time or it can be subject to changes as per statutory and tax guidelines.

- **Variable Pay:**

  Variable Pay is an important component of the total remuneration package, driven by individual performance and payable upon the organization and the department meeting the stated goals and yourself getting an annual average rating of 3 (normalized). As per the Performance Management System of the company, you will be eligible for a Variable Pay of **Rs. 12,900/-p.a.(Rupees Twelve Thousand Nine Hundred only per annum)** (TDS will be applicable as per the IT rules). The Variable Pay would be payable biannually, which would be subject to your being on the payrolls of the company at the time of payment. Employees who have resigned/ serving their notice pay, will not be entitled for a Variable Pay.The Company reserves the right to modify the variable pay scheme at its discretion from time to time.

- **ESI (Employee State Insurance):**

  As per the statutory rules and regulations you would be covered under the ESIC scheme, the current contribution is @ 4.75% and 1.75% of monthly CTC, by the employer and employee respectively. Please note that you would not be eligible for the Mediclaim Policy of the company during this time.

  Note: As per the ESI rules, any changes in ESI coverage as announced by the Government through the official gazette becomes applicable to all employees who fall within the criteria as specified in the statutory norms.

- **Statutory Obligations/Contributions:**

  You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy. Appropriate recoveries will be implemented towards any statutory liabilities arising on your account. Any payment by way of statutory obligations or otherwise that may arise in future will be adjusted against the amount of your cost to the company (CTC). All statutory payments shall be calculated on the basis of basic salary or as per statutory/IT guidelines applicable to you from time to time.

  i. You will be required to join/continue to be a member of the Staff Provident Fund, be bound by the rules and entitled to its benefits.
  ii. You will be eligible for gratuity as per the Gratuity Act, payable on completion of 5 years.
  iii. ESI will be applicable based on your CTC.

- **Special Payout:**

  As a part of the compensation structure, a part of the Total Compensation would be payable to you as a special payout. The special payout of **Rs. 24,000/-** (TDS will be applicable as per the IT rules) would be payable to you in the month

following the 24th month anniversary of your date of joining, which would be subject to your being on the payrolls of the company at the time of the payment. Special payout will be applicable for the first 2 years, unless otherwise decided by the company in its sole discretion.

Other Benefits

- **Mediclaim Insurance:**

  Employee only, would be covered under the Mediclaim Insurance for a maximum sum of **Rs. 2,00,000/- (Rupees Two Lakh only per annum)**. As per the Company policy, the Company would bear the total premium. The Company reserves the right to increase the amount recovered based on the increasing healthcare/insurance premiums.

- **Personal Accident Insurance:**

  You will be covered under the Personal Accident Insurance, which is a minimum of **Rs. 15 lacs** or maximum of Annual CTC. The company would bear the total premium cost.

- **Life Insurance:**

  You will be covered under the Group Term policy (Life Insurance) under the Free Cover Limit without insisting on Health Declarations and Medical Reports which is a minimum of **Rs. 10 lacs** or maximum of Annual CTC.

With best wishes,



Bina Patil
Vice President - Human Resources

Innovalance Learning System Pvt. Ltd.

Innovalance Learning System

CONTRACTUAL LETTER

Date: 5th December, 2022

Name: Kambinayani Javaji Anusha

Designation: Subject Matter Expert (Biology)

Address :Hno:14-342, North Palace,
Kuppam, Chittoor District,
Andhra Pradesh - 517425.

Dear Kambinayani Javaji Anusha,

With reference to your application and subsequent discussion you had with us, we are pleased to offer a position with **Innovalance Learning Systems Private Limited (ILS)** as **Subject Matter Expert (Work From Home) Biology** on the terms and conditions mutually discussed and agreed upon.

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007KA1998PTC024374
GSTIN: 29AACCS9173K1ZP

Ref: SRNP/HR/134
Date : 7th January 2019

Ms. Marudwati J
No. 7/1, 11th 'A' Main Road,
36th A Cross, 4th T Block, Jayanagar,
Bangalore-560 041.

Dear Ms. Marudwati,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as **"COPY EDITOR TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the time of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seal.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as **"COPY EDITOR TRAINEE"** in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date : Signature :

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1998PTC024374
GSTIN: 29AACCS9173 KI ZP

Ref: SRNP/HR/134
Date : 7th January 2019

Ms. Ashwini S
No. 7/1, 11th 'A' Main Road,
36th J P Nagar, Bangalore-560 042.

Dear Ms. Ashwini S,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY EDITOR **TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the time of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seat.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR **TRAINEE"** in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature :

14 September 2021

Krateesha Sharma
07krateeshasharma@gmail.com

Dear Krateesha,

Re: Offer of Employment

On behalf of HSK Ward Group I am pleased to offer you a contract of casual employment as a Trainee FSQ technician. Your employment will commence with us from 1 September 2021.

Your conditions of employment are outlined in the attached. Please sign and date the Agreement and Declaration at the end of the document to show that you have agreed to the terms of the offer and return the signed original. If you have any queries in regard to the employment offer and contract, feel free to contact me at any time.

Yours Sincerely,

Vera Di Zio
HR Manager
HSK Ward Group

The specific terms of the employment agreement are;

1. PARTIES TO THE AGREEMENT

This agreement is between HSK Ward Group (Henwood Downs) (employer), and **Krateesha Sharma** (employee) and relates to an offer of employment from the employer to the employee.

2. POSITION

This agreement relates to the position of Trainee FSQ Technician for the employer. The duties and responsibilities associated with the position are as outlined by your manager.

3. COMMENCEMENT DATE

The commencement date is 1 September 2021.

4. EMPLOYMENT STATUS

Your employment will be on a casual basis, as required.

As a casual employee, there is no guarantee of ongoing or regular work.

5. REMUNERATION

You will be paid at the rate of $25.41 per hour, inclusive of applicable casual loading.

You will be paid weekly to the bank account nominated by you.

6. SUPERANNUATION

Superannuation contributions at 10% of the gross salary will be paid to your nominated complying Super fund, within the prescribed days of salary as set by the fund.

7. HOURS OF DUTY

We have agreed to support your internship via the RMIT internship program. The internship requires you to work 30 hours a week. You will be paid for 20 hours per week (as outlined in your Student Visa) and the remaining 10 hours will be unpaid in order to satisfy and support your internship program. Start and finish times may vary depending on the requirements of the position.

8. LOCATION

You will be based in our Altona location.

9. POSITION FLEXIBILITY

The employee acknowledges that the duties and responsibilities set out are for the HSK Ward Group and it may be necessary for the employer to vary the employee's duties from time to time. The employee undertakes to carry out all such duties as are within the employee's capacity and which pose no risk to health and safety.

10. TRAINING

The employer undertakes to provide appropriate training at a level that is required to fulfil the duties and responsibilities of the job profile.

The employee agrees to undertake employment related training from time to time as directed and specified by the employer at the employer's expense.

11. POLICIES AND PROCEDURES

The employee agrees to abide by all policies and procedures in place within the business at any given time as introduced and or amended by management from time to time and of which the employee has notice. The employer undertakes to publicize and explain where necessary the policies existing at the workplace, as well as policies introduced or amended from time to time.

12. OCCUPATIONAL HEALTH & SAFETY

The employee undertakes to act in a manner which promotes workplace personal safety and the safety of colleagues, clients and the public. The employee agrees to follow safety procedures as well as the proper use of safety protective equipment issued to them. The employee undertakes to notify the employer as soon as the employee becomes aware of any health or safety hazard in the workplace.

13. EMPLOYEE DUTY

The employee undertakes to carry out the duties associated with this position carefully and utilizing the appropriate skills.

The employee acknowledges the responsibility to be ready, willing and available to work at prescribed times and will promptly advise the appropriate Supervisor or more senior Manager of any absences and the reason for the absence whether or not paid leave is sought.

14. INTELLECTUAL AND OTHER PROPERTY OF THE EMPLOYER

The employee undertakes at all times to observe confidentiality in regard to the employee's duties and information acquired in the course of employment. In respect of the employer and/ or any supplier and/ or any customer. This includes the commitment not to divulge to any person during employment or after the period of employment has ceased, or to make

unauthorized copies of, any information likely to be commercially sensitive in regards to the business or its commercial dealings without express authority from the employer. Without limiting the class of information to which the obligation of confidentiality applies the obligation extends to computer systems and client, marketing, financial and legal information.

The employee agrees that all records, contact details, documents and other papers or material and/or information of any kind and in any form, is the property of the employer and shall remain the property of the employer.

The employee agrees that any product or services developed or modified by the employee, alone or as part of a group, in the course of employment is and remains the property of the employer. The employee undertakes to comply with the employers' directions with respect to any such products or services, including for the execution of any assigned documentation.

The employee further agrees not to copy any company material in their possession at any time, except for appropriate internal company use, and under no circumstances to distribute such materials outside the company without specific authorization.

The employee agrees to return all such material in their possession to the employer on termination of employment. The obligations contained in this clause survive termination of the agreement.

15. RECOVERY OF MONIES

In the event of an overpayment to the employee, the employee authorizes the employer to make the appropriate deductions from the next pay following of the error or over an agreed number of pay periods.

16. DISPUTE RESOLUTION

Any dispute or grievance will be dealt with in accordance with company policy unless otherwise provided by award or agreement.

17. TOTALITY OF AGREEMENT

The parties agree that this agreement represents the whole of the agreement reached between them and excludes pre-employment advertisements and representations. The employee acknowledges that they had the opportunity to obtain independent advice on the effect of the agreement.

18. VARIATION OF AGREMENT

This agreement may only be varied by written agreement duly executed by the employee and by a director and or human resource department.

DECLARATION

I acknowledge that I have read, understood and accepted the provisions of this letter regarding my employment with the employer.

Signature_____ _____

Employee Dated

Signed for and on behalf of HSK Ward Group

Signature____  _____ _____14/09/21_____

Employer Dated

Duties of fidelity and confidentiality by the Employee

- The Employee hereby agrees and undertakes that:
- They will not, either during the period of employment or at any time thereafter (except in the proper course of his/her duties hereunder or as required by law or the Employer) use or disclose to any person any confidential information of or relating to the Employer or any person with whom they have come into contact as a result of the employment and will use his/her best endeavours to prevent the use of or disclosure of any such information by third parties;
- Upon termination of his/her employment (however occurring), will not represent himself/herself as being in any way connected with or interested in the business of the Employer;
- Upon termination of the employment (however occurring), will immediately deliver up to the Employer all property belonging to the Employer, which may be in his/her possession.
- In consideration of the benefits provided to the Employee by the Employer pursuant to this Contract, the Employee represents and warrants that he/she will not, without the written consent of the Employer for up to three (3) months from the date of ceasing employment with the Employer:-
- Directly or indirectly in any capacity (whether as a principal, agent, partner, employee, shareholder, unit holder, joint venturer, director, trustee, beneficiary, manager, consultant or adviser) carry on, advise, provide services to or be engaged, concerned or interested in or associated with any business carried on by the Employer; or
- Canvass, solicit, or endeavour to entice away from the Employer any client of the Employer; or
- Solicit, interfere with or endeavour to entice away any employee of the Employer.

- No payment in cash or in kind shall be made to any staff member, official or agent of an enterprise or public body which is or can be construed as a bribe or be regarded in any way as a payment made with the intent of obtaining favourable consideration for McKenzies or its staff and:
- No staff member of the Group is permitted directly or indirectly to receive or take any bribe or any gift in cash or kind, which by its nature or amount could be seen in any way an inducement for that staff
- Member to favour the person offering the payment or gift.

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1998PTC024374
GSTIN: 29AACCS9173 KI ZP

Ref: SRNP/HR/134
Date : 7th January 2019

Ms.Kumuda K N
No. 5, 13th 'A' Main Road,
37th A Cross, Bangalore-560 046.

Dear Ms. Kumuda,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY EDITOR **TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the time of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seat.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR **TRAINEE"** in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature :

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007 KA1998PTC024374
GSTIN: 29AACCS9173 KI ZP

Ref: SRNP/HR/134
Date : 7th January 2019

Mr. Manu Manjanath
No. 15,1st Cross G P Road,
5th A Cross, Bangalore-560 065.

Dear Manu,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2019, we have pleasure in offering you an appointment as "COPY EDITOR **TRAINEE"** as per the terms discussed.
2. A detailed appointment order with details of your stipend and period of training will be issued to you on the day of your joining.
3. This offer letter is issued on the understanding that all the information furnished by you in your application is correct and true.
4. This offer is subject to you being found medically fit after examination by our Company's doctor.
5. You are requested to produce the following documents for our records at the time of reporting duty
   a. Certificate of reference from two persons of repute, which can be a Gazetted Officer, an Bank Manager etc. on their letterhead with seat.
   b. Attested copies of all certificates relating to your education, experience, etc.
   c. Five passport and three stamp size copies of your latest photographs.

We expect you to report for duty on or before 1st August 2019. Please inform us of the date on which you will join us.

Yours Sincerely,
For Nova Techset Private Limited

Authorised Signatory

I accept my appointment as "COPY EDITOR **TRAINEE"** in Nova Techset Pvt. Ltd., as per the terms and conditions agreed upon. I will be reporting for duty on the above mentioned date.

Date Signature :

June 25, 2019

N V SAISWAROOP

KumaraswamyLayout,
Bengaluru, Karnataka
560078

Dear N V SAISWAROOP:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Revenue Cycle Specialist at Bangalore, India - North Gate in Bangalore East Taluk. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

Your position at Cerner is subject to a minimum probationary period of six (6) months. Your continued employment may be confirmed at the end of the probationary period if your performance is satisfactory. Your probationary period will count towards your continuous employment.

COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 3,00,000.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 3,50,000 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the benefits brochure for additional details.

EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

OFFER OF EMPLOYMENT

The purpose of this Invitation of Employment is to put in writing the specifics of our offer of employment to commence work with Cerner by July 6, 2020. This Invitation of Employment is contingent upon receipt of a satisfactory outcome of a background check and proceeds on the basis that information you provided is accurate.

Please acknowledge and electronically accept this Invitation of Employment by June 26, 2019, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Eby Mathai
Recruiter

ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature:_____
N V SAISWAROOP

Today's Date: _____

June 25, 2019

SOMNATH ROY

KumaraswamyLayout,
Bengaluru, Karnataka
560078

Dear SOMNATH ROY:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Revenue Cycle Specialist at Bangalore, India - North Gate in Bangalore East Taluk. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

Your position at Cerner is subject to a minimum probationary period of six (6) months. Your continued employment may be confirmed at the end of the probationary period if your performance is satisfactory. Your probationary period will count towards your continuous employment.

COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 3,00,000.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 3,50,000 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the benefits brochure for additional details.

EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

OFFER OF EMPLOYMENT

The purpose of this Invitation of Employment is to put in writing the specifics of our offer of employment to commence work with Cerner by July 6, 2020. This Invitation of Employment is contingent upon receipt of a satisfactory outcome of a background check and proceeds on the basis that information you provided is accurate.

Please acknowledge and electronically accept this Invitation of Employment by June 26, 2019, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Eby Mathai
Recruiter

ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature:_____
SOMNATH ROY

Today's Date: _____

July 15th, 2019

PERSONAL & CONFIDENTIAL

V TARUN KUMAR

Re: Offer of Employment

DearV TARUN KUMAR,

On behalf of **HealthPlix Technologies Private Limited (the "Company" or "HealthPlix Technologies"),** we are pleased to offer you employment on the following terms in. Your start date will be July 19th, 2019 ("Start Date").

- **Position**. Your title will be **Business Development Manager - Inside Sales.** Grade **A1**. You will render such business, design and technical services in the performance of your duties, consistent with your position within the company and such other duties as will be assigned to you by the company.

- **Cash Compensation.** Your annual CTC will be INR 3,25,000 (Rupees Three Lac Twenty-Five Thousand Only). The break-up is shared in thebelow annexure.

- **Exploratory Period.** The first 6 months of your employment will be subject to an exploratory period.

- **Other Engagements.** You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your Director before being associated or contributing to any forums, groups, projects or non-profit seeking bodies. Any failure in this regard may be liable to dismissal by the Company without notice.

- **Termination.** Your employment may be terminated by either party by giving 60 days prior notice. In case you wish to resign there is a notice period of 60 days or in lieu thereof pay the company INR 75,000 or 2- months' salary whichever is higher. During the exploratory period, the employee is required to give a (2) months' notice for termination of employment. The company may terminate your employment by giving one (1) week notice. In case the employee resigns/ give notice for termination of employment, the Company at their sole discretion mayrelieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period.

The company may terminate your employment without notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties, you will be liable to dismissal by the Company without notice.

On termination, a reconciliation of reimbursements against monthly accrued allowances will be calculated. You agree for company to offset any overpayment against any money owing to you on termination of employment.

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any phones, laptops, car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

- **Prior Obligations.** By placing your signature below, you acknowledge that neither commencing employment with the Company, nor performing your duties on behalf of the Company, will conflict with, constitute a breach under, or give any third-party rights to Company intellectual property pursuant to, any agreement, contract or other arrangement to which you are subject. You are being offered employment at HealthPlix Technologies based on your personal skills and experience, and not due to your knowledge of any confidential, proprietary or trade secret information of a prior or current employer. Should you accept this offer, we do not want you to make use of or disclose any such information or to retain or disclose any materials from a prior or current employer. Likewise, as an employee of HealthPlix Technologies, it is likely that you will become knowledgeable about confidential, trade secret and/or proprietary information related to the operations, products and services of HealthPlix Technologies and its clients. To protect the interests of both HealthPlix Technologies and its clients, all employees are required to read and sign the "Confidential Information, Invention Assignment and Arbitration Agreement" as a condition of employment with HealthPlix Technologies. This Agreement, which provides for arbitration of all disputes arising out of your employment, will be provided for your review; you will be required to sign it on your first day of employment.

- **Company Information.** Employee agrees at all times during the Term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company, except under a non-disclosure agreement duly authorized and executed by the Company. Employee understands that "Confidential Information" means any non-public information that relates to the actual or anticipated business or research and development of the Company, technical data, trade secrets or know-how, including, but not limited to, research, product plans or other information regarding Company's products or services and markets therefore, customer lists and customers (including, but not limited to, customers of the Company on whom Employee called or with whom Employee became acquainted during his entire term of his employment with the Company), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, business plans, strategy or other business information. Employee further understands that Confidential Information does not include any of the foregoing items, which have become publicly known and made generally available through no wrongful act of Employee's or of others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

The parties agree that disclosures of Confidential Information may be made by Employee, and that this paragraph shall not apply, (i) to the extent necessary to comply with governmental disclosure requirements or applicable laws, (ii) pursuant to subpoena or order of any judicial, legislative, executive, regulatory oradministrative body, or for Employee to lawfully enforce Employee's rights under this Agreement and (iii) to employees, advisors, legal counsel and financial advisors as may be necessary and appropriate in connection withthe proper performance and enforcement of this Agreements.

- **Assignment of Inventions.** Employee agrees that he will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assigns to the Company, orits designee, all of Employee's right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under copyright or similar laws, which Employee may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, as a result of and within the scope of his duties as an Employee of the Company and during the period of time Employee is in the employment of the Company (collectively referred to as "Company Inventions"). Employee further acknowledges that all original works of authorship which are made by him (solelyor jointly with others) within the scope of and during the period of his employment with the Company, andwhich are protectable by copyright, are "works made for hire," as that term is defined in the Indian Copyright Act. Employee understands and agrees that the decision whether or not to commercialize or market any Company Inventions developed by Employee solely or jointly with others is within the Company's sole discretion

and for the Company's sole benefit and that no royalty will be due to Employee as a result of the Company's efforts to commercialize or market any such Inventions.

- **Arbitration Clause.** In consideration of Employee's employment with the Company, the Company's promise to arbitrate all employment-related disputes and Employee's receipt of the compensation and other benefits paid to Employee by the Company, at present and in the future, Employee agrees that any and all controversies, claims or disputes with anyone (including the Company and any employee, officer, director, stockholder or benefit plan of the Company in their capacity as such or otherwise) arising out of, relating to, or resulting from Employee's employment with the Company, or the termination of Employee's employment with the Company, including any breach of this Agreement, shall be subject to binding arbitration rules set forth in Indian Code of Civil Procedure. Disputes which Employee agrees to arbitrate, and thereby agree to waive any right to a trial by jury, include any statutory claims under the state or federal law, including, but not limited to, claims of harassment, discrimination or wrongful termination and any statutory claims. Employee further understands that this Agreement to arbitrate also applies to any disputes that the Company may have with Employee.

- **Conflict of Interest.** HealthPlix Technologies has a strict policy against conflicts of interest. HealthPlix Technologies' code of conduct is located in its Employee Handbook. Before deciding whether to accept or reject this offer letter, please read the code of conduct carefully as it contains certain prohibitions against, among other things, holding outside employment, board memberships or advisory board positions in companies that may cause a conflict of interest. In order to avoid actual or perceived conflicts of interest, we ask that you work with Raghuraj (Director), to pre- approve any outside employment or board positions before joining HealthPlix Technologies.

- **Governing Law;** Severability. Upon your acceptance of this offer, the terms of this letter agreement and the resolution of any disputes as to the meaning, effect, performance or validity of this letter agreement or arising out of, related to, or in any way connected with, this letter agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by the provisions of Arbitration & Conciliation Act, 1996. If any provision of this letter agreement becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the remainder of this letter agreement shall remain in effect and shall not be affected and the parties shall use their best efforts to find an alternative way to achieve the same result.

- **Entire Agreement-Integration.** Please carefully review and consider the entire contents of this offer, which outlines some of the most important terms and conditions of employment with HealthPlix Technologies. Upon your acceptance, this accepted offer, including the attached "Confidential Information, Invention Assignment and Arbitration Agreement" between you and HealthPlix Technologies, sets forth the terms of your employment and constitutes the entire agreement between the parties, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written, between the parties or any official or representative thereof, relating to the subject matter hereof. This accepted offer may not be modified or amended except by a written amendment signed by you and the Director of HealthPlix Technologies.

We hope that you will accept our offer to join the Company and look forward to an early acceptance of this offer. This offer, if not accepted, will expire at the close of 7 calendar days from the date of this letter and is contingent upon your starting by the Start Date. This offer is contingent upon satisfactory results from your background check.

Any falsification of an applicant's employment history or educational background will result in withdrawal of the offer and/or termination of employment, if hired. Finally, as one of our employees, you agree to abide at all times by the Company's policies and procedures as the same may be revised and updated from time to time. To indicate your acceptance of HealthPlixTechnologies's offer, please sign and date the enclosed original and the "Confidential

Information, Invention Assignment and Arbitration Agreement" and returning them to Human Resources. A duplicate original is enclosed for your records.

We are very excited to have you join the HealthPlix Technologies team and contributing to our shared vision and future success! Many exciting challenges lie ahead. We are confident you can make a significant contribution to our future growth.

Sincerely,

16/07/2018

Sandeep Gudibanda
Co-Founder & CEO.
HealthPlix Technologies Private Limited.

I have read and accept this offer of employment with HealthPlix Technologies and agree to the terms and conditions contained in this letter.

V TARUN KUMAR

Enclosure(s): Annexure A, HealthPlix Technologies Confidential Information, Invention Assignment and Arbitration Agreement

ANNEXURE I

Compensation

Earnings	Monthly	Annually
Gross Salary	23,200	**2,78,400**
Basic + DA	11,600	**1,39,200**
HRA	9,280	**1,11,360**
Special Allowance	2,320	**27,840**
Variable Component		
Retention		**25,000**
Incentive Upto		**0**
PF Employee	1,800	**21,600**
ESIC Employee	0	**0**
PT Employee	200	**2,400**
Net Salary(in hand)	21,200	**2,54,400**
PF Employer	1,800	**21,600**
ESIC Employer	0	**0**
CTC	**25,000**	**3,25,000**

Sri Balaji Prasanna
BHARATHY HOSPITAL
Enriching Lives
4, Nagarabhavi Main Road, Prashanthnagar, Bangalore - 560079,
Ph : 080-23489238, 23485759, Email: bharathyhospital@gmail.com, www.bharthyhospital.com

Date : 01.01.2021

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Ms. PRIYANKA GUPTA (**Employee) appointed as **NURSE EDUCATOR** holds good until the day employee stays with the esteemed institution.

2. You will receive a remuneration of **Rs. 30,000 (THIRTY THOUSAND ONLY**) for the 12 months. Your salary will be increased according to your performance after 12 months. You will not be entitled to any other financial benefits apart from the above mentioned. Initially you will be getting four leaves monthly.

3. You are required to abide by the service rules, the code of conduct and other rules and regulations, guidelines and instructions as laid down/ issued and as amended from time to time by the hospital, while on duty.

4. You shall not disclose to any person any information in regards to the works or processes of the hospital/s, which may come into our possession in the course of your association with us.

5. Your term of job with us is liable not be discontinued at any time at the discretion of the management. In the event, you like to discontinue the hospital's service, you shall pay to the hospital in lieu thereof **30** days professional fees as compensation.

6. Any change in the residential address should be intimated to the management immediately.

7. **Oath of Confidentiality** – During the course of your duties in this hospital, you will come in contact with the sensitive, personal information about patients attending this health facility. You shall not disclose to any person, any information in regard to the works or processes of the Hospital. Willful disclosure of any such information about any patient in this service could result in the termination of your employment or legal action against you.

Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

With Best Wishes,

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Signature Priyanka

Date 1/1/2021

LETTER OF APPOINTMENT

Dear,
Shiji Gopinath

Welcome to UNITED HOSPITAL. I am pleased to offer you employment in the position of Physiotherapist, I am eager to have you as part of our team. I foresee your potential as valuable contribution to our company and clients. Your appointment as consultant physiotherapist will commence on 1ST FEB 2020. As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 25,000/- (TWENTY FIVE THOUSAND ONLY) indicates cost to company Regular performance review will be conducted to assess your performance and suitability.

You shall receive your payment before 7th of every month. Timing will be from 02:30 PM to 09:30 PM. Alternate Sundays will be a working day. Two months' prior notice period is must. You are signing this appointment letter confirming your acceptance of the terms and conditions of our company and that you would be joining from 1ST FEB 2020.

We are looking forward to working with you.

K. Vinodh Kumar Jain

UNITED HOSPITAL (A Unit of United Brotherss Healthcare Services Private Limited)

United Hospital
No.110 (30), Madhavan Park Circle, 10th Main Rd,
3rd Block Jayanagar, Bangalore - 560 011

T: 080 4566 6666

E: appointments@unitedhospital.in
W: www.unitedhospitals.com

NABH NABL No.1

UNITED HOSPITAL
Care Par Excellence
Jayanagar, Bangalore

LETTER OF APPOINTMENT

Dear
Sanam Mainali,

Welcome to UNITED HOSPITAL. I am pleased to offer you employment in the position of Physiotherapist, I am eager to have you as part of our team. I foresee your potential as valuable contribution to our company and clients. Your appointment as consultant physiotherapist will commence on 1ST DECEMBER 2020. As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 30,000/- (thirty THOUSAND ONLY). Regular performance review will be conducted to assess your performance and suitability.
You shall receive your payment before 7th of every month. Timing will be from 02:30 PM to 09:30 PM. Alternate Sundays will be a working day. Two months' prior notice period is must.
You are signing this appointment letter confirming your acceptance of the terms and conditions of our company and that you would be joining from 1ST December 2020.

We are looking forward to working with you.

K. Vinodh Kumar Jain

UNITED HOSPITAL (A Unit of United Brotherss Healthcare Services Private Limited)

United Hospital
No.110 (30), Madhavan Park Circle, 10th Main Rd,
3rd Block Jayanagar, Bangalore - 560 011

T: 080 4566 6666

E: appointments@unitedhospital.in
W: www.unitedhospitals.com

NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH MULTIPLE DISABILITIES (Divyangjan)

[Dept. of Empowerment of Persons with Disabilities (Divyangjan) MSJ & E, GOI]
ECR, Muttukadu, Kovalam Post, Chennai - 603 112, Tamil Nadu
Fax: 044-27472389 Tel: 044-27472104, 27472113&27472046
Website: www.niepmd.tn.nic.in E-mail: niepmd@gmail.com

Ref: NIEPMD/HRA/37/A&N/2020-21/ 2134 Date: 16.02.2023

To
Mr. T.Y. Abid,
DP Street, Lillypur, Haddo,
Port Blair,
South Andaman,
Andaman & Nicobar Islands,
Mob: 9632490149.

Sub: Offer of engagement to the position of **Lecturer (Physiotherapy) (Consultant)** on contract basis at Composite Regional Centre for Skill Development, Rehabilitation and Empowerment of Persons with Disabilities (CRC), Andaman & Nicobar – Reg.

Ref: CRC A&N, - Vacancy Notification Consultants (Temporary) No.34/2022 Date: 12.09.2022.

Sir,

Reference to your application for the contractual position of **Lecturer (Physiotherapy) (Consultant)** against NIEPMD notification No. 34/ 2022 Dated 12.09.2022 and based on the selection process through online interview conducted at NIEPMD, Chennai on 14th December 2022, and subsequent recommendation of the Selection Committee; you are hereby offered the position of **Lecturer (Physiotherapy) (Consultant)** on contract basis at the Composite Regional Centre for Skill Development, Rehabilitation and Empowerment of Persons with Disabilities(CRC), Andaman & Nicobar , subject to the following terms and conditions:

1. The position offered is purely on contract basis for activities at CRC Andaman & Nicobar. However, you are liable to be transferred / deployed in any Department/ Unit/ Centre under NIEPMD at any part of India; if / as and when required.

2. You will be paid a consolidated honorarium of **Rs. 55,000/-** (Rupees Fifty Five Thousand only) per month. No other allowances are admissible to you.

3. Your contractual engagement is for a fixed period of 11 Months from the date of reporting for duty or until further orders. Your performance will be reviewed on monthly basis.

4. Your engagement on contract to the said position is further subject to submission of following original documents for verification:
    i. Proof of age/ Date of Birth.
    ii. Certificates of educational qualification and experience.
    iii. Relieving order from the present employer, if any; and
    iv. Recent passport size photographs (2 Nos.).

5. Your engagement is purely on contractual basis. This engagement can be terminated by you by giving 30 days' notice or the honorarium amount equal to the shortfall of notice. However, the engagement can be terminated at any time without assigning any reason by the Director, NIEPMD / Competent authority.

6. This offer does not confer any right or title to claim permanent appointment/ extension of contract beyond stipulated period at CRC Andaman & Nicobar /any other Composite Regional Centres/ Service Centres etc.

7. You are required to carry out all the duties, as assigned by the Director/ Competent Authority. This will include Community Based Inclusive Development field work, Camp duties in rural and tribal areas across the region.

8. You are entitled for one-day leave for every completed month of contractual service. No other kinds of leave are admissible to you.

9. You can be called to perform work on holidays on special circumstances by the competent authority. However, no additional honorarium will be admissible except compensatory holidays.

10. During the period of contractual service at CRC , Andaman & Nicobar , you should not work with any other employer or receive any salary/ stipend/ remuneration/ scholarship/ fellowship from any other source or indulge in private practice or pursue any higher studies without the prior approval of the competent authority.

11. If information/ declaration furnished by you are found false at a later date, this contract is liable to be terminated without further notice.

12. You are not entitled to any TA for joining the position. TA/DA for journey/ tour for official duties, if any, will be reimbursed/ paid as per CRC - Andaman & Nicobar / NIEPMD rules.

13. You are not entitled for any PF, LTC, NPS, Gratuity, Medical reimbursement or any other allowances.

14. In regard to any matter not specifically covered in the foregoing paragraphs, the decision of the Director/ Competent authority will be final and binding.

If the Terms & Conditions of the offer of contractual engagement are acceptable, you may confirm the same by signing the declaration and returning together with one copy of this offer of engagement, either by post/ mail to NIEPMD.

On receipt of our intimation, you will be required to report at the **Composite Regional Centre for Skill Development, Rehabilitation and Empowerment of Persons with Disabilities (CRC), Brookshabad, Opp. Pondicherry University, Port Blair, South Andaman, 744 112**. You are request to join on or before **28th February, 2023**. In case, no communication is received from you in this regard and not reporting for duty within the stipulated date; it will be assumed that you are not interested in this offer and the offer issued will stand cancelled without any further notice.

This issues with approval of the Competent Authority

Dy. Registrar – Admin. (Offg.)

Copy to:

1. Nodal Officer-CRC A&N, NIEPMD
2. Establishment Section, NIEPMD
3. Accounts Section, NIEPMD

DECLARATION

I accept the position of **Lecturer (Physiotherapy) (Consultant),** CRC Andaman & Nicobar on contract basis offered by NIEPMD Chennai on the above said terms and conditions. I will join duty on receipt of your further intimation.

Place: **Signature:**

Date: (Name in block letters)

LETTER OF APPOINTMENT

Dear,
Reddi Harini B

Welcome to UNITED HOSPITAL. I am pleased to offer you employment in the position of Physiotherapist, I am eager to have you as part of our team. I foresee your potential as valuable contribution to our company and clients. Your appointment as consultant physiotherapist will commence on 1ST JAN 2020, As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 30,000/- (THIRTY THOUSAND ONLY) indicates cost to company Regular performance review will be conducted to assess your performance and suitability.

You shall receive your payment before 7th of every month. Timing will be from 02:30 PM to 09:30 PM. Alternate Sundays will be a working day. Two months' prior notice period is must.

You are signing this appointment letter confirming your acceptance of the terms and conditions of our company and that you would be joining from 1ST JAN 2020.

We are looking forward to working with you.

K. Vinoth Kumar Jain

UNITED HOSPITAL * (A Unit of United Brotherss Healthcare Services Pvt. Ltd.) * Care Par Excellence Bangalore

UNITED HOSPITAL
Care Par Excellence

LETTER OF APPOINTMENT

Dear
Ridhima Daga,

Welcome to UNITED HOSPITAL. I am pleased to offer you employment in the position of Physiotherapist, I am eager to have you as part of our team. I foresee your potential as valuable contribution to our company and clients. Your appointment as consultant physiotherapist will commence on 1ST DECEMBER 2020. As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 20,000/- (twenty THOUSAND ONLY) indicates cost to company Regular performance review will be conducted to assess your performance and suitability.

You shall receive your payment before 7th of every month. Timing will be from 02:30 PM to 09:30 PM. Alternate Sundays will be a working day. Two months' prior notice period is must. You are signing this appointment letter confirming your acceptance of the terms and conditions of our company and that you would be joining from 1ST December 2020

We are looking forward to working with you.



CHAITHANYA NURSING HOME

Near Bus Stand, Pandavapura – 571434, Phone No: 255220

Dr. Lalitha Shivanna
B.Sc., M.B.B.S, D.G.O., M.D

Date: 09.12.2019

Appointment Letter

Dear Ms. TSERING LHAMO,

This has reference to your application and further discussion we had with you, regarding utilizing your services.

The Management is pleased to offer you the post **STAFF NURSE** at Chaitanya Nursing Home on agreed terms and conditions as discussed.

You will be paid a Consolidated Salary of Rs. 20,000/- per month. You will be on probation for a period of one year.

Your informed to report for duty at the earliest and requested to submit one set of copies of the following documents.

1. SSLC, UG Certificates
2. Experience Certificates of all previous organizations
3. Four passport size photographs.
4. PAN & Aadhar cards
5. Last drawn Pay Slip/ Salary Certificates

Please sign the return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

Best Wishes,

Lalitha Shivanna
Management
Chaitanya Hospital

I accept the above terms and conditions and agree to abide by the same.

T. Lhamo
Signature

Date 9.12.2019

From: Rajen, Mamatha
Sent: Monday, December 10, 2018 6:55 PM
To: 'PAYAL DSI PLACEMENT' <placement1@dayanandasagar.edu>
Cc: Philip, Bibin <Bibin.Philip@bioclinica.com>
Subject: Campus interview shortlists

Hi Payal,

Trust you are doing well today.

It was a privilege to participate in the Campus Recruitment drive at **Dayanand Sagar Institutions.**
Thank you and your team for all the arrangements and assistance extended to us.

The below are the students who have been selected in the Interviews. Please ensure that the below students are not part of
Interviews with other companies.

1. **Madathala Ramana Reddy (Pharm D)**
2. **Soumya Shastry (Pharm D)**
3. **Shaik Abdul Rouf (Pharm D)**
4. **K Vaishnavi (Pharm D)**
5. **Rimsha Rahman (B Pharmacy)**
6. **Jahnavi Simhadri (Pharm D)**
7. **Surabattula Venkata Asish (Pharm D)**

I shall revert with the next steps at the earliest. Please reach out to me for any queries.

Thanks,
Mamatha

Best Regards,

Mamatha Rajen
Manager – Talent Acquisition

Bioclinica
#18/2, V G Heritage Building, Vani Vilas Road, Bangalore – 560 004.
Office +91-080-66717700
Mobile +91- 9740285705
email mamatha.rajen@bioclinica.com
bioclinica.com



From: Rajen, Mamatha
Sent: Monday, December 10, 2018 6:55 PM
To: 'PAYAL DSI PLACEMENT' <placement1@dayanandasagar.edu>
Cc: Philip, Bibin <Bibin.Philip@bioclinica.com>
Subject: Campus interview shortlists

Hi Payal,

Trust you are doing well today.

It was a privilege to participate in the Campus Recruitment drive at **Dayanand Sagar Institutions.**
Thank you and your team for all the arrangements and assistance extended to us.

The below are the students who have been selected in the Interviews. Please ensure that the below students are not part of
Interviews with other companies.

1. **Madathala Ramana Reddy (Pharm D)**
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BIOCLINICA
SEE MORE CLEARLY

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VYUHGENICS India Pvt. Ltd.

HEALTHCARE + TECHNOLOGY

www.vyuhgenics.com

CIN: U74999KA2018FTC113804

Saniha, No. 129 (Old CITB Site No.184)
3rd Floor, 19th Main, 1st Block, Rajajingagar
Bangalore 560010, India
Tel: +91-9845718100
Email: pdwara@clearvyuh.com

27th May, 2019

To:
Amrutha Jacob
#579,90th cross,downside sagar hospitals,kumaraswamy layout,bengaluru

SUB: OFFER LETTER

Dear **Amrutha Jacob**,

Further to our discussions, we are pleased to offer you the position of **Research Associate** based at Bangalore. Your CTC will be **Rs 2,40,000/- (Rupees Two Lakhs Forty Thousand** Only**) per annum** (a breakup is attached in Annexure 1).

You will be under probation for a period of **three (3) months** from the date of joining. During the probation period the company reserves the right to terminate you by giving 15 days notice or payment in lieu of fifteen-day notice period. Based on your performance, you shall be absorbed in the services of the company.

Your joining date is provisionally fixed as **2nd September, 2019**. Kindly get in touch with the Vyuhgenics Team in case of any changes. Contact person and further instructions will be provided on 2nd September 2019.

Please bring the following documents at the time of joining:

1. Self-attested photocopy of PAN (mandatory), Aadhar (mandatory) and Passport (if any; front and back and relevant visas)
2. Four (4) passport size photographs
3. Attested copies of their highest educational certificates/degrees
4. Copy of PDC

At the time of joining, you will be required to sign the **Employment Agreement**, the **Code of Ethics and Business Conduct** and the **Non-Disclosure Agreement.** The draft of these documents and related annexures are attached with this offer letter. Please read these documents and make sure you understand them. If you have any questions or doubts, please do not hesitate to contact us and we would be happy to provide you with any clarification needed. Your employment will not commence until and unless the above mentioned agreements, contracts and code of conducts are signed and witnessed.

Kindly revert to this offer within five (5) days of receipt to jobs@clearvyuh.com, failing which this offer stands withdrawn.

We look forward to welcoming you to the Vyuhgenics team and hope that you will grow and succeed in our company.

Please send us a signed/scanned copy of this letter by email. Looking forward to welcoming you aboard.

Yours Sincerely,
For VYUHGENICS INDIA PVT. LTD.

Prashanth Dwarakanathan
Director, Vyuhgenics India Pvt. Ltd.
Tel: +91 9845718100
Email: jobs@clearvyuh.com

DIRECTOR

Agreed and Accepted:

Employee Signature: _____ Date:_____ Location: _____

DAYANANDA SAGAR INSTITUTIONS
BANGALORE -78
PLACEMENT OFFICE

DSI /Placement /18-19/04 **Date: 24th NOVEMBER 2018**

Congratulations
Final Selected students List – 2019 Batch
ANAROCK PROPERTY CONSULTANTS P.LTD
The following students have been selected by the company

SL.NO	USN	NAME	COURSE & UNIVERSITY
1	CMS17MBA019	K SUGUNA	DSU
2	1DY17MBA59	VISHAKHA PARAMESH	VTU – AUTONOUMOUS

The offer letter will be send directly by the company.

M.N. Guruvenkatesh,
Vice President – Placements & SDC

DAYANANDA SAGAR INSTITUTIONS
BANGALORE -78
PLACEMENT OFFICE

DSI /Placement /18-19/51 Date: 29 MARCH 2019

Congratulations
Final Selected students List - 2019 Batch
BELL FINVEST INDIA LTD
The following students have been selected by the company

SL NO	USN	NAME	COURSE AND UNIVERSITY
1	1DT17MBA37	SHARAT V HEGDE	MBA -VTU
2	1DT17MBA20	PAVAN KUMAR	MBA -VTU
3	1DT17MBA28	PRIYANKA S	MBA -VTU
4	1DT17MBA05	ANANTA VIHARI GUPTA	MBA -VTU
5	1DT17MBA13	GANESH SHANKAR SHET	MBA -VTU
6	CMS17MBA042	SUSHIL KUMAR	MBA -DSU

The Offer Letter will be sent to the students directly by the company.

M.N. Guruvenkatesh,
Vice President - Placements & SDC

DAYANANDA SAGAR INSTITUTIONS
BANGALORE -78
PLACEMENT OFFICE

DSI /Placement /18-19/56 Date: 04 APRIL 2019

Congratulations
Final Selected students List – 2019 Batch
BELONG TECHNOLOGIES INDIA P.LTD
The following students have been selected by the company

SL NO	USN	NAME	COURSE AND UNIVERSITY
1	CMS17MBA043	VARSHA K R	MBA - DSU

The Offer Letter will be sent to the students directly by the company.

M.N. Guruvenkatesh,
Vice President – Placements & SDC

CMS17MBA016

BLOOM

Consulting Services

Harshitha R,
Bangalore

2nd April, 2019

Offer of Employment

Dear Harshitha R,

This refers to your application for a placement in our Organization and your interview with us. We are pleased to inform you that you will be appointed as a "Trainee HR Recruiter" in the Company.

Remuneration

1. You will be placed in the Company office based in Bangalore
2. Your gross emolument per annum is detailed in the attachment. Your date of joining will be on or before 1th July, 2019
3. **Your Consultancy pay will be paid on or before the Seventh of every Month.**

You are requested to submit photocopies of the following documents with the signed copy of acceptance letter.

- Latest, 4 passport size photographs
- Service certificates of your previous jobs.
- Aadhaar / ID Proof / PAN Card Copy
- Proof of date of birth (Birth Certificate, School Leaving Certificate)
- Educational Qualification Certificates

The detailed terms and condition of the employment will be given to you on joining.

We look forward to your joining Bloom and you working with us make Bloom the leading customer loyalty provider.

BLOOM
Consulting Services

VALIDITY OF THE APPOINTMENT LETTER

This letter is valid for a period of ten days from the date mentioned in this offer. You are requested to sign the enclosed copy and submit to us before the end-date as token of acceptance of the offer.

We are confident that you will advance professionally and financially with Bloom, through your diligence and professionalism. We would appreciate your acknowledging the receipt of this letter and acceptance of this offer within ten days from the date mentioned in this letter, failing which the employment letter stands void.

You shall be under Probationary period for Six months from the date of joining the organisation.

You should not join any of the clients of BLOOM for one year from the date of relieve from BLOOM.

The notice Period shall be 30 days either side.

BLOOM has the right to ramp down the employment due to the performance or business reasons, in such cases, BLOOM shall not provide notice Period.

All disputes arising out of the appointment order shall be decided in a court of jurisdiction to Bangalore, Karnataka and in no other court.

Yours sincerely,
For **BLOOM Consulting Services**

Narayan A
Manager – HR

Acceptance

I agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexure. I hope to join BLOOM on _____

_____ _____

Name Signature

Date:
Place:

BLOOM
Consulting Services

Pay Details

Consultant Name	Harshitha R
Date of Joining	01-July-2019

Pay - INR 6, 00, 000/- for two years

Remuneration Components

Actual Pay

This refers to your first year (annual) **pay is of INR. 200,000/-**

Second year (annual) pay is of **INR. 300,000/-** and variable pay shall be of **INR 100,000/-**

TDS shall be deducted as applicable and Variable pay shall be paid as agreed upon, if applicable

TDS shall be deducted as per the documents produced and Pay includes Transportation as well as Night Shift Allowance, if applicable

INCREMENTS – Increments shall entirely depend upon your performance as assessed by the Management from time to time

You shall always be governed by the RULES AND REGULATIONS of the Company which will be changed from time to time to the extent of their applicability to you. All emoluments are subject to deduction of tax as per the rules laid down by the government.

Yours sincerely,
For **BLOOM Consulting Services,**

I accept the above terms

Narayan A
Manager – HR

Signature and Date

2019

CMS17MBA004 (2)

BLOOM
Consulting Services

Anusha A,
Bangalore

2nd April, 2019

Offer of Employment

Dear Anusha A,

This refers to your application for a placement in our Organization and your interview with us. We are pleased to inform you that you will be appointed as a "Trainee HR Recruiter" in the Company.

Remuneration

1. You will be placed in the Company office based in Bangalore
2. Your gross emolument per annum is detailed in the attachment. Your date of joining will be on or before 1th July, 2019
3. **Your Consultancy pay will be paid on or before the Seventh of every Month.**

You are requested to submit photocopies of the following documents with the signed copy of acceptance letter.

- Latest, 4 passport size photographs
- Service certificates of your previous jobs.
- Aadhaar / ID Proof / PAN Card Copy
- Proof of date of birth (Birth Certificate, School Leaving Certificate)
- Educational Qualification Certificates

The detailed terms and condition of the employment will be given to you on joining.

We look forward to your joining Bloom and you working with us make Bloom the leading customer loyalty provider.

BLOOM
Consulting Services

VALIDITY OF THE APPOINTMENT LETTER

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We are confident that you will advance professionally and financially with Bloom, through your diligence and professionalism. We would appreciate your acknowledging the receipt of this letter and acceptance of this offer within ten days from the date mentioned in this letter, failing which the employment letter stands void.

You shall be under Probationary period for Six months from the date of joining the organisation.

You should not join any of the clients of BLOOM for one year from the date of relieve from BLOOM.

The notice Period shall be 30 days either side.

BLOOM has the right to ramp down the employment due to the performance or business reasons, in such cases, BLOOM shall not provide notice Period.

All disputes arising out of the appointment order shall be decided in a court of jurisdiction to Bangalore, Karnataka and in no other court.

Yours sincerely,
For **BLOOM Consulting Services**

Narayan A
Manager – HR

Acceptance

I agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexure. I hope to join BLOOM on _____

_____ _____

Name Signature

Date:
Place:

BLOOM
Consulting Services

Pay Details

Consultant Name	Anusha A
Date of Joining	01-July-2019

Pay - INR 6, 00, 000/- for two years

Remuneration Components

Actual Pay

This refers to your first year (annual) **pay is of INR. 200,000/-**

Second year (annual) pay is of **INR. 300,000/-** and variable pay shall be of **INR 100,000/-**

TDS shall be deducted as applicable and Variable pay shall be paid as agreed upon, if applicable

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INCREMENTS – Increments shall entirely depend upon your performance as assessed by the Management from time to time

You shall always be governed by the RULES AND REGULATIONS of the Company which will be changed from time to time to the extent of their applicability to you. All emoluments are subject to deduction of tax as per the rules laid down by the government.

Yours sincerely,
For **BLOOM Consulting Services,**

I accept the above terms

Narayan A
Manager – HR

Signature and Date

USN: 1MS17MBA020

5

22 Feb 2019

To,

Kalpana P

Subject: Offer Letter for the position of Management Trainee

Dear Kalpana P,

Congratulations! We are pleased to offer you the opportunity to work with team at ClassKlap Pvt. Ltd. (Formerly Known As BGM POLICY INNOVATIONS PRIVATE LIMITED) You would join our Business team as Management Trainee. This position reports to Head of Sales & Acquisition during training.

We look forward to your joining on 6th May 2019. Your joining location will be Bangalore and work location will be informed to you post training. The following are the details related to compensation and benefits offered to you:

CTC	:Rs. 550000
Fixed	:Rs. 450000
Variable	:Rs. 100000
ESOP	:Rs. 0

You shall be entitled to employee benefits like company mobile phone connection with Internet & Health insurance, as per the policies of the Company.

There shall be a probation period of 12 months from the date of joining. A confirmed position would be offered based on mutual discussion. Set out below are the key terms of your employment.

Please sign a copy of this letter and send the scanned / hard copy to Classklap office within 1 working day to accept the offer. We are confident that you will make a significant contribution to the success of our Company and look forward to work with you.

Sincerely,

CLASSKLAP PVT. LTD. SEC'BAD

People Function

Accepted

Kalpana P

Date: 23-02-2019

2019

CMS17MBA004 (2)

BLOOM

Consulting Services

Vivek.J.A
Bangalore

2nd April, 2019

Offer of Employment

Dear ViveK.J.A

This refers to your application for a placement in our Organization and your interview with us. We are pleased to inform you that you will be appointed as a "Trainee HR Recruiter" in the Company.

Remuneration

1. You will be placed in the Company office based in Bangalore
2. Your gross emolument per annum is detailed in the attachment. Your date of joining will be on or before 1st July, 2019
3. **Your Consultancy pay will be paid on or before the Seventh of every Month.**

You are requested to submit photocopies of the following documents with the signed copy of acceptance letter

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We look forward to your joining Bloom and you working with us make Bloom the leading customer loyalty provider.

BLOOM
Consulting Services

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You shall be under Probationary period for Six months from the date of joining the organisation.

You should not join any of the clients of BLOOM for one year from the date of relieve from BLOOM.

The notice Period shall be 30 days either side.

BLOOM has the right to ramp down the employment due to the performance or business reasons, in such cases, BLOOM shall not provide notice Period.

All disputes arising out of the appointment order shall be decided in a court of jurisdiction to Bangalore, Karnataka and in no other court.

Yours sincerely,
For **BLOOM Consulting Services**

Narayan A
Manager – HR

Acceptance

I agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexure. I hope to join BLOOM on _____

_____ _____

Name Signature

Date:
Place:

BLOOM
Consulting Services

Pay Details

Consultant Name	Vivek.J.A
Date of Joining	01-July-2019

Pay - INR 6, 00, 000/- for two years

Remuneration Components

Actual Pay

This refers to your first year (annual) pay is of **INR. 200,000/-**

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Yours sincerely,
For BLOOM Consulting Services,

I accept the above terms

Narayan A
Manager – HR

Signature and Date

Dayananda Sagar Institutions

PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu

IBM

3

*IBM Confdential - IBM Campus Drive -DSI

Karthik K Srirama <kasrirak@in.ibm.com>
To: placement1@dayanandasagar.edu
Cc: Deepak A Kumar2 <deepakkumar@in.ibm.com>

Fri, Jun 21, 2019 at 10:32 AI

Dear Placement officer,

PFB details for the students shortlisted from the event held at you college on 12-Feb-2019. We would be initiating the offer process for the short-listed students at the earliest.

Thank you for all your support and apologies for the delay.

Event Name	Event Date	Event Location	Candidate Name	Mobile No	Emai ID	College Name	Remarks
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lavanya Krishna B	8722172014	lavanyakrishnabk@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	N Hepsiba Monica	8904865189	hepi465@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rabiya Tabussum	9741053020	CMS17MBA029 rabishot@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sahanashree B A	8971288724	sahnashree@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	J.Gowthami Bai	8147079346	16CQC41057 jgowthamisingh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pruthvi C	9448982897	pruthvi.shekar1347@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	P.Amritha	8971363441	amrithabghs@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Yashaswini N	9742350350	yashunatesh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Parameshwari R	7090739122	roshini.rose777.pr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sai Nikhil N	9986800682	DS13SPGDMA1719 nikhilnnick@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Syed Abdul Rehman	8867356768	syedabdulrehman886@gmail.com	Dayanand Sagar Institutions	Shortlisted

12 December 2018

ANURADHA S
NO B-10, BBMP House
Seegehalli, KR Puram
Karnataka - 560036

Dear ANURADHA S

On behalf of **KPMG Global Services Management Private Limited** (the **'Company'**), I am pleased to offer you the position of **Associate 1** in **Audit** with the Company. You will be part of the **KGDCPL NON SEZ BANGALORE UNIT.US** team.

You shall report initially to **30922 Gupta, Vivek Kumar** and, or, any other person as decided by the Company from time to time. You shall be based in **Bangalore** and can be transferred to any other offices of the Company at any other place or city within India or outside India, as decided by the Company from time to time.

Your employment shall commence with effect from your actual date of joining. In the event you fail to join latest by **1 July 2019,** this employment agreement ('Agreement') shall stand terminated.

You shall be on probation for a period of six (6) months (the **'Probation Period'**) from your actual date of joining. During the Probation Period, your Compensation and Other Entitlements, if any, shall be in accordance with the Company's Personnel Policy, for the time being in force (**'Company Policy'**). At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard, by issuing a confirmation letter (the '**Confirmation Letter**'). Until such Confirmation Letter is issued, you are deemed to be on probation.

The terms and conditions of your employment with the Company shall be as follows:

A. Compensation

1. Basic Salary

Your basic salary shall be **Rs. 187500/- (Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** per annum, payable monthly in arrears. Your next revision shall be in accordance with the merit review cycle and at the sole discretion of the Company.

2. Allowances

In addition to the basic salary referred to in Paragraph A.1 above, you shall be entitled to a sum of **Rs. 187500/-(Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** towards allowances to be chosen out of the allowances / perquisites detailed in the Staff Manual of the Company and Employer's contribution under the Provident Fund scheme of the Company, subject to your entitlement and the policy of the Company in that regard.

B. Other Entitlements

Your other entitlements, as may be determined by the Company Policy from time to time, shall be as follows:

1. Bonus

You may be entitled to a performance bonus as per the Company Policy. The Company is under no obligation to operate a bonus scheme and any payment of bonus to you is solely at the Company's discretion.

2. Gratuity

You shall be entitled to payment of gratuity as per the Company Policy and subject to the applicable law.

3. Medical Insurance Scheme

You shall be eligible to participate in the Medical Insurance Scheme of the Company, if any.

4. Leave

You shall be entitled to twenty two days (working days) in a performance year in accordance with the Company Policy subject to the applicable law.

5. Maternity Benefits **[For Women employees only]**

You shall be entitled to maternity leave of 26 weeks (182 days) of which 08 weeks (56 days) can be availed prior to expected date of delivery and 18 weeks (126 days) after the delivery. During such leave, you shall be entitled to your full Compensation along with Other Entitlements that are made available in terms of this Agreement. It is clarified that any claim to the aforementioned maternity benefits shall remain subject to provisions of the Maternity Benefit Act, 1961 as may be amended from time to time.

C. Miscellaneous

1. Working Hours

You will be required to work eight (8) hours a day excluding thirty (30) minutes break for lunch. The Company practices a forty (40) hours workweek. Subject to the applicable law, work timings, schedules and shifts may vary from time to time based on customer service requirements and depending upon exigencies of business, as specified by the Company from time to time. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

2. Taxation

Any amount payable by the Company to you towards Compensation, Other Entitlements and, or, any other payment shall be subject to deduction of withholding taxes and, or, any other taxes under applicable law. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

3. Confidential Information

3.1 For the purposes of this Agreement, 'Confidential Information' in relation to the Company means: -

(i) trade secrets,

(ii) lists or details of its suppliers, their services, or customers and the services and their terms of business,

(iii) prices charged to and terms of business with clients,

(iv) marketing plans and revenue forecasts,

(v) any proposals relating to the future of Company or any of its business or any part thereof,

(vi) details of its employees and officers and of the remuneration and other benefits paid to them,

(vii) information relating to business matters, corporate plans, management systems, investments, finances, accounts, marketing or sales of any past, present or future products or service, processes, inventions, designs, know how, discoveries, technical/financial specifications and other technical or financial information relating to the creation, production or supply of any past, present or future products or service of the Company, any information given to the Company in confidence by clients/customers, suppliers or other persons and any other information (whether or not recorded in documentary form, or on computer disk or tape) which is confidential or commercially sensitive and is not in the public domain, and

(viii) any other information which is notified to you as confidential.

3.2 You shall not, either during your employment or at any time thereafter, except as required by law, use, divulge or disclose to any person any Confidential Information, which may have come to your knowledge at any time during the course of your employment with the Company. This clause will cease to apply to information which enters the public domain other than (directly or indirectly) through your act, omission, negligence or fault.

4. Employment Conditions

During the course of your employment, you will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval of the Company. You will be required to effectively carry out all duties, responsibilities and obligations assigned to you by your manager and/or others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to an annual appraisal by your manager.

5. Travel

You shall travel to such places, within or outside India, as the Company may from time to time require in relation to the Company's business.

6. Independence and Risk Policies

We draw your attention to our independence and risk policies that apply to personnel in all functions. The joining pack and welcome mail from your Human Resources Manager will provide you with all the information you need as a new joiner to be independent in your personal financial relationships. Additional restrictions apply to partners and directors as per local regulations. You are requested to familiarize yourself with the Company's independence and other risk policies on joining and complete the related procedures within the timelines set out for each. In the event you do not comply with our independence and risk policies and procedures, you may be subject to disciplinary action including financial penalties including termination of your employment under Paragraph D.2 below.

7. Prevention of Insider Trading

You shall not, without prior written permission of the Company, purchase, sell or deal in, at any time either during your employment with the Company or thereafter, any securities issued by any past, present or prospective customer/client of the Company in respect of which you have obtained privileged information by virtue of or in connection with your employment with the Company.

8. Staff Manual

You are requested to familiarize yourself with the Company's staff manual on joining and abide by the same. Any non-compliance or breach will be subject to disciplinary action pursuant to Paragraph D.2 below.

9. Intellectual Property

9.1 You acknowledge that the Company is the absolute, unrestricted and exclusive owner of the Confidential Information or other proprietary technical, financial, marketing, manufacturing, distribution

or other business related information or trade secrets of the Company, including without limitation, concepts, techniques, processes, methods, systems, designs, clients, cost data, computer programs, formulae, and other information used by you in course of your employment with the Company. You shall not in any manner whatsoever, represent and/or claim that you have any interest by way of ownership, assignment or otherwise in the same.

9.2 You acknowledge that the Company shall own all rights, title and interest including copyright in any work created by you in course of your employment with the Company. To the extent such rights do not vest immediately in the Company, you agree to and irrevocably and unconditionally assign to the Company all your rights, title and interest including copyright in such works for adequate consideration, receipt whereof you hereby acknowledge. You agree to execute such other documents, as may be required by the Company, for recording the Company as the owner of such works at the Company's cost and expense.

D. Termination

1. Without Cause

1.1 During the Probation Period, the Company may terminate this Agreement without assigning any reasons upon thirty (30) days prior written notice or payment of salary in lieu thereof, at the discretion of the Company. Similarly, during the Probation Period you may also terminate this Agreement without assigning any reasons upon thirty (30) prior notice in writing or payment by you to the Company of the salary in lieu thereof. In such an event and in addition to the thirty (30) days written notice or salary in lieu thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.2 Upon your confirmation, either Party shall be free to terminate this Agreement at will and, at any time, with or without cause, upon sixty (60) days prior written notice by the Party desirous of terminating this Agreement or payment of equivalent salary in lieu thereof or a combination thereof, at the discretion of the Company. In the event you exercise the option of terminating this Agreement within twelve (12) months from the date of joining, in addition to the sixty (60) days written notice or salary in lieu thereof or a combination thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.3 In case of termination of employment under Paragraph D.1.1 and D.1.2 above, you may be required to go on a paid leave until the end of your notice period at the Company's discretion, which may be adjusted against your leave entitlement, if any, that has accrued and not been taken.

1.4 With the exception as laid out in Paragraph D.1.3 above, you shall not be entitled to any leave while serving your notice period under this Agreement.

2. Breach or Misconduct

2.1 Notwithstanding anything herein, the Company shall be entitled to terminate this Agreement, without notice and with immediate effect, in the event you are:

(i) found to have engaged in any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; or

(ii) found to have engaged in any other act or omission, inconsistent with your duties; or

(iii) found to have engaged in any breach of this Agreement, or the Company Policy or lawful orders given to you by the Company;

(iv) convicted of any criminal offence; or,

(v) found to have engaged in unauthorized absence beyond a period of seven (7) days.

2.2 Provisional Offer

This offer is conditional and is subject to receipt of satisfactory report on background checks on your academic and professional qualification, experience and other matters.

The present employment is offered to you on the basis of information/ particulars provided by you and in the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed, that shall constitute breach of trust and your services are liable to be terminated.

3. Leave

If upon termination you have taken more leaves than your entitlement, you will be required to reimburse the Company in respect of the excess days taken and the Company is authorized to make deductions in respect of the same from your final salary payment. In the event such deductions exceed the final salary payment to you, you shall pay such outstanding amount to the Company.

4. Return of Property

4.1 For the purposes of this Paragraph D.4, Property means keys, mobile phone (including BlackBerry), computer equipment, security access cards, all lists of clients or customers, correspondence and all other documents, papers and records (including, without limitation, any records stored or maintained in any form including by electronic means, together with any codes or implements necessary to give full access to such records), system designs, software designs, software programs (in whatever media), presentations, proposals, specifications or Confidential Information which may have been prepared by you or have come into or passed from your possession, custody or control in the course of your employment.

4.2 You shall promptly, whenever requested by the Company and in any event upon receipt of notice of termination or termination of employment under this Paragraph D, deliver up to the Company all Property and you shall not retain any copies thereof. Title and copyright in the Property shall vest in the Company.

E. Governing Law

This Agreement shall be governed and construed in accordance with the laws of India. The invalidity or unenforceability of any part of this Agreement shall not affect the binding effect of the rest of the Agreement.

This Agreement shall be concluded and effective on your delivering a signed copy of this Agreement to us, provided that your Compensation and Other Entitlements shall not begin to accrue until you commence work for the Company.

If the terms and conditions of this offer letter are acceptable to you, please signify your acceptance by signing and returning a copy of this letter to the Company on or before **14 December 2018**, failing which, this offer stands automatically withdrawn by the Company without any further notice to you.

Yours sincerely,
for **KPMG Global Services Management Private Limited**

Partho Bhandopadhayay
Managing Director

I am pleased to accept the offer contained above.

ANURADHA S

Annexure

ANURADHA S

Associate 1
Bangalore

Compensation Category	Monthly (in INR)	Annual (in INR)
Basic Salary (a)	15625	187500
Flexible Compensation (b)	13750	165000
Employer Contribution to Provident Fund^ (c)	1875	22500
Total Cost to Company (a+b+c)	**31250**	**375000**

- ^Equal amount of PF will be deducted from the Cost to the Company as Employee contribution to Provident Fund
- The above is an indicative break-up of the components
- Gratuity will be governed by the Payment of Gratuity Act
- You will be eligible for performance bonus as per the Company Policy if your joining date is on or before June 30 for the current calendar year
- You will be eligible for increment as per the Company Policy only if your joining date is on or before March 31 for the current calendar year
- Performance Bonus will be payable only subject to your being on the payroll of the Firm and not serving notice at the time of disbursement.
- Taxation will be governed by the Income Tax rules. The Firm will be deducting tax at source as per income tax guidelines.
- Insurance benefit would be as per the company policies

JMARATHON
Advisory Services Pvt. Ltd.

Internship

Bangalore
17.12.2018

CMS17MBA011

Dear,
Chethana Kalmath

We would like to congratulate you on being selected for the Internship position as Financial Analyst with **Jmarathon Advisory Services Pvt Ltd**

1. Commencement Date:
Your appointment becomes effective from the date of joining the services of Jmarathon Advisory services Pvt Ltd, which date shall not be later than 18th of December, 2018. Your induction and orientation training shall be spread across the first ten days from your date of joining the organization.

2. Compensation and Benefits:
You will receive a total stipend of Rs, 2000 to 10,000/- per month plus incentives paid on your performance based. You are expected to treat this information and any changes made therein from time to time as personal and confidential.

3. Job Assignments / Reporting:
In your assignment you will be responsible for department allotted and the duties as more particularly laid down in the job description for this position. You will directly report to the Manager/Team Leader nominated by the Director.

This internship is being an educational opportunity for you, As such, your Internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class.

CMS17MBA017

CMS17MBA017

12 December 2018

HEMANTH Kumar M
NO B-10, BBMP House,
Seegehalli, KR Puram
Karnataka - 560036

Dear HEMANTH,

On behalf of **KPMG Global Services Management Private Limited** (the **'Company'**), I am pleased to offer you the position of **Associate 1** in **Audit** with the Company. You will be part of the **KGDCPL NON SEZ BANGALORE UNIT.US** team.

You shall report initially to **30922 Gupta, Vivek Kumar** and, or, any other person as decided by the Company from time to time. You shall be based in **Bangalore** and can be transferred to any other offices of the Company at any other place or city within India or outside India, as decided by the Company from time to time.

Your employment shall commence with effect from your actual date of joining. In the event you fail to join latest by **1 July 2019**, this employment agreement ('Agreement') shall stand terminated.

You shall be on probation for a period of six (6) months (the **'Probation Period'**) from your actual date of joining. During the Probation Period, your Compensation and Other Entitlements, if any, shall be in accordance with the Company's Personnel Policy, for the time being in force (**'Company Policy'**). At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard, by issuing a confirmation letter (the **'Confirmation Letter'**). Until such Confirmation Letter is issued, you are deemed to be on probation.

The terms and conditions of your employment with the Company shall be as follows:

A. Compensation

1. Basic Salary

Your basic salary shall be **Rs. 187500/- (Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** per annum, payable monthly in arrears. Your next revision shall be in accordance with the merit review cycle and at the sole discretion of the Company.

2. Allowances

In addition to the basic salary referred to in Paragraph A.1 above, you shall be entitled to a sum of **Rs. 187500/-(Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** towards allowances to be chosen out of the allowances / perquisites detailed in the Staff Manual of the Company and Employer's contribution under the Provident Fund scheme of the Company, subject to your entitlement and the policy of the Company in that regard.

B. Other Entitlements

Your other entitlements, as may be determined by the Company Policy from time to time, shall be as follows:

1. Bonus

You may be entitled to a performance bonus as per the Company Policy. The Company is under no obligation to operate a bonus scheme and any payment of bonus to you is solely at the Company's discretion.

2. Gratuity

You shall be entitled to payment of gratuity as per the Company Policy and subject to the applicable law.

3. Medical Insurance Scheme

You shall be eligible to participate in the Medical Insurance Scheme of the Company, if any.

4. Leave

You shall be entitled to twenty two days (working days) in a performance year in accordance with the Company Policy subject to the applicable law.

5. Maternity Benefits [**For Women employees only**]

You shall be entitled to maternity leave of 26 weeks (182 days) of which 08 weeks (56 days) can be availed prior to expected date of delivery and 18 weeks (126 days) after the delivery. During such leave, you shall be entitled to your full Compensation along with Other Entitlements that are made available in terms of this Agreement. It is clarified that any claim to the aforementioned maternity benefits shall remain subject to provisions of the Maternity Benefit Act, 1961 as may be amended from time to time.

C. Miscellaneous

1. Working Hours

You will be required to work eight (8) hours a day excluding thirty (30) minutes break for lunch. The Company practices a forty (40) hours workweek. Subject to the applicable law, work timings, schedules and shifts may vary from time to time based on customer service requirements and depending upon exigencies of business, as specified by the Company from time to time. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

2. Taxation

Any amount payable by the Company to you towards Compensation, Other Entitlements and, or, any other payment shall be subject to deduction of withholding taxes and, or, any other taxes under applicable law. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

3. Confidential Information

3.1 For the purposes of this Agreement, 'Confidential Information' in relation to the Company means: -

(i) trade secrets,

(ii) lists or details of its suppliers, their services, or customers and the services and their terms of business,

(iii) prices charged to and terms of business with clients,

(iv) marketing plans and revenue forecasts,

(v) any proposals relating to the future of Company or any of its business or any part thereof,

(vi) details of its employees and officers and of the remuneration and other benefits paid to them,

(vii) information relating to business matters, corporate plans, management systems, investments, finances, accounts, marketing or sales of any past, present or future products or service, processes, inventions, designs, know how, discoveries, technical/financial specifications and other technical or financial information relating to the creation, production or supply of any past, present or future products or service of the Company, any information given to the Company in confidence by clients/customers, suppliers or other persons and any other information (whether or not recorded in documentary form, or on computer disk or tape) which is confidential or commercially sensitive and is not in the public domain, and

(viii) any other information which is notified to you as confidential.

3.2 You shall not, either during your employment or at any time thereafter, except as required by law, use, divulge or disclose to any person any Confidential Information, which may have come to your knowledge at any time during the course of your employment with the Company. This clause will cease to apply to information which enters the public domain other than (directly or indirectly) through your act, omission, negligence or fault.

4. Employment Conditions

During the course of your employment, you will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval of the Company. You will be required to effectively carry out all duties, responsibilities and obligations assigned to you by your manager and/or others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to an annual appraisal by your manager.

5. Travel

You shall travel to such places, within or outside India, as the Company may from time to time require in relation to the Company's business.

6. Independence and Risk Policies

We draw your attention to our independence and risk policies that apply to personnel in all functions. The joining pack and welcome mail from your Human Resources Manager will provide you with all the information you need as a new joiner to be independent in your personal financial relationships. Additional restrictions apply to partners and directors as per local regulations. You are requested to familiarize yourself with the Company's independence and other risk policies on joining and complete the related procedures within the timelines set out for each. In the event you do not comply with our independence and risk policies and procedures, you may be subject to disciplinary action including financial penalties including termination of your employment under Paragraph D.2 below.

7. Prevention of Insider Trading

You shall not, without prior written permission of the Company, purchase, sell or deal in, at any time either during your employment with the Company or thereafter, any securities issued by any past, present or prospective customer/client of the Company in respect of which you have obtained privileged information by virtue of or in connection with your employment with the Company.

8. Staff Manual

You are requested to familiarize yourself with the Company's staff manual on joining and abide by the same. Any non-compliance or breach will be subject to disciplinary action pursuant to Paragraph D.2 below.

9. Intellectual Property

9.1 You acknowledge that the Company is the absolute, unrestricted and exclusive owner of the Confidential Information or other proprietary technical, financial, marketing, manufacturing, distribution

or other business related information or trade secrets of the Company, including without limitation, concepts, techniques, processes, methods, systems, designs, clients, cost data, computer programs, formulae, and other information used by you in course of your employment with the Company. You shall not in any manner whatsoever, represent and/or claim that you have any interest by way of ownership, assignment or otherwise in the same.

9.2 You acknowledge that the Company shall own all rights, title and interest including copyright in any work created by you in course of your employment with the Company. To the extent such rights do not vest immediately in the Company, you agree to and irrevocably and unconditionally assign to the Company all your rights, title and interest including copyright in such works for adequate consideration, receipt whereof you hereby acknowledge. You agree to execute such other documents, as may be required by the Company, for recording the Company as the owner of such works at the Company's cost and expense.

D. Termination

1. Without Cause

1.1 During the Probation Period, the Company may terminate this Agreement without assigning any reasons upon thirty (30) days prior written notice or payment of salary in lieu thereof, at the discretion of the Company. Similarly, during the Probation Period you may also terminate this Agreement without assigning any reasons upon thirty (30) prior notice in writing or payment by you to the Company of the salary in lieu thereof. In such an event and in addition to the thirty (30) days written notice or salary in lieu thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.2 Upon your confirmation, either Party shall be free to terminate this Agreement at will and, at any time, with or without cause, upon sixty (60) days prior written notice by the Party desirous of terminating this Agreement or payment of equivalent salary in lieu thereof or a combination thereof, at the discretion of the Company. In the event you exercise the option of terminating this Agreement within twelve (12) months from the date of joining, in addition to the sixty (60) days written notice or salary in lieu thereof or a combination thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.3 In case of termination of employment under Paragraph D.1.1 and D.1.2 above, you may be required to go on a paid leave until the end of your notice period at the Company's discretion, which may be adjusted against your leave entitlement, if any, that has accrued and not been taken.

1.4 With the exception as laid out in Paragraph D.1.3 above, you shall not be entitled to any leave while serving your notice period under this Agreement.

2. Breach or Misconduct

2.1 Notwithstanding anything herein, the Company shall be entitled to terminate this Agreement, without notice and with immediate effect, in the event you are:

(i) found to have engaged in any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; or

(ii) found to have engaged in any other act or omission, inconsistent with your duties; or

(iii) found to have engaged in any breach of this Agreement, or the Company Policy or lawful orders given to you by the Company;

(iv) convicted of any criminal offence; or,

(v) found to have engaged in unauthorized absence beyond a period of seven (7) days.

2.2 Provisional Offer

This offer is conditional and is subject to receipt of satisfactory report on background checks on your academic and professional qualification, experience and other matters.

The present employment is offered to you on the basis of information/ particulars provided by you and in the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed, that shall constitute breach of trust and your services are liable to be terminated.

3. Leave

If upon termination you have taken more leaves than your entitlement, you will be required to reimburse the Company in respect of the excess days taken and the Company is authorized to make deductions in respect of the same from your final salary payment. In the event such deductions exceed the final salary payment to you, you shall pay such outstanding amount to the Company.

4. Return of Property

4.1 For the purposes of this Paragraph D.4, Property means keys, mobile phone (including BlackBerry), computer equipment, security access cards, all lists of clients or customers, correspondence and all other documents, papers and records (including, without limitation, any records stored or maintained in any form including by electronic means, together with any codes or implements necessary to give full access to such records), system designs, software designs, software programs (in whatever media), presentations, proposals, specifications or Confidential Information which may have been prepared by you or have come into or passed from your possession, custody or control in the course of your employment.

4.2 You shall promptly, whenever requested by the Company and in any event upon receipt of notice of termination or termination of employment under this Paragraph D, deliver up to the Company all Property and you shall not retain any copies thereof. Title and copyright in the Property shall vest in the Company.

E. Governing Law

This Agreement shall be governed and construed in accordance with the laws of India. The invalidity or unenforceability of any part of this Agreement shall not affect the binding effect of the rest of the Agreement.

This Agreement shall be concluded and effective on your delivering a signed copy of this Agreement to us, provided that your Compensation and Other Entitlements shall not begin to accrue until you commence work for the Company.

If the terms and conditions of this offer letter are acceptable to you, please signify your acceptance by signing and returning a copy of this letter to the Company on or before **14 December 2018,** failing which, this offer stands automatically withdrawn by the Company without any further notice to you.

Yours sincerely,
for **KPMG Global Services Management Private Limited**

Partho Bhandopadhayay
Managing Director

I am pleased to accept the offer contained above.

HEMANTH Kumar M

Annexure

HEMANTH Kumar M
Associate 1
Bangalore

Compensation Category	Monthly (in INR)	Annual (in INR)
Basic Salary (a)	15625	187500
Flexible Compensation (b)	13750	165000
Employer Contribution to Provident Fund^ (c)	1875	22500
Total Cost to Company (a+b+c)	**31250**	**375000**

- ^Equal amount of PF will be deducted from the Cost to the Company as Employee contribution to Provident Fund
- The above is an indicative break-up of the components
- Gratuity will be governed by the Payment of Gratuity Act
- You will be eligible for performance bonus as per the Company Policy if your joining date is on or before June 30 for the current calendar year
- You will be eligible for increment as per the Company Policy only if your joining date is on or before March 31 for the current calendar year
- Performance Bonus will be payable only subject to your being on the payroll of the Firm and not serving notice at the time of disbursement.
- Taxation will be governed by the Income Tax rules. The Firm will be deducting tax at source as per income tax guidelines.
- Insurance benefit would be as per the company policies

- Flexible compensation needs be allocated every year basis the components published by the firm
- Any statutory deduction shall be made as per applicable laws

BLOOM

Consulting Services

2nd April, 2019

Rishab Jain
Bangalore

Offer of Employment

Dear Rishab Jain

This refers to your application for a placement in our Organization and your interview with us. We are pleased to inform you that you will be appointed as a "Trainee HR Recruiter" in the Company.

Remuneration

1. You will be placed in the Company office based in Bangalore
2. Your gross emolument per annum is detailed in the attachment. Your date of joining will be on or before 1st July, 2019
3. **Your Consultancy pay will be paid on or before the Seventh of every Month.**

You are requested to submit photocopies of the following documents with the signed copy of acceptance letter

- Latest, 4 passport size photographs
- Service certificates of your previous jobs
- Aadhaar / ID Proof / PAN Card Copy
- Proof of date of birth (Birth Certificate, School Leaving Certificate)
- Educational Qualification Certificates

The detailed terms and condition of the employment will be given to you on joining.

We look forward to your joining Bloom and you working with us make Bloom the leading customer loyalty provider.

VALIDITY OF THE APPOINTMENT LETTER

This letter is valid for a period of ten days from the date mentioned in this offer. You are requested to sign the enclosed copy and submit to us before the end-date as token of acceptance of the offer.

We are confident that you will advance professionally and financially with Bloom, through your diligence and professionalism. We would appreciate your acknowledging the receipt of this letter and acceptance of this offer within ten days from the date mentioned in this letter, failing which the employment letter stands void.

You shall be under Probationary period for Six months from the date of joining the organisation.

You should not join any of the clients of BLOOM for one year from the date of relieve from BLOOM.

The notice Period shall be 30 days either side.

BLOOM has the right to ramp down the employment due to the performance or business reasons, in such cases, BLOOM shall not provide notice Period.

All disputes arising out of the appointment order shall be decided in a court of jurisdiction to Bangalore, Karnataka and in no other court.

Yours sincerely,
For **BLOOM Consulting Services**

Narayan A
Manager – HR

Acceptance

I agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexure. I hope to join BLOOM on _____

_____ _____

Name Signature

Date:
Place:

BLOOM
Consulting Services

Pay Details

Consultant Name	Rishab Jain
Date of Joining	01-July-2019

Pay - INR 6, 00, 000/- for two years

Remuneration Components

Actual Pay

This refers to your first year (annual) pay is of INR. 200,000/-

Second year (annual) pay is of INR. 300,000/- and variable pay shall be of INR 100,000/-

TDS shall be deducted as applicable and Variable pay shall be paid as agreed upon, if applicable

TDS shall be deducted as per the documents produced and Pay includes Transportation as well as Night Shift Allowance, if applicable

INCREMENTS – Increments shall entirely depend upon your performance as assessed by the Management from time to time

You shall always be governed by the RULES AND REGULATIONS of the Company which will be changed from time to time to the extent of their applicability to you. All emoluments are subject to deduction of tax as per the rules laid down by the government

Yours sincerely,
For BLOOM Consulting Services.

I accept the above terms

Narayan A
Manager - HR

Signature and Date

12 December 2018

SHWETHA D SILVA R

NO B-10, BBMP House,
Seegehalli, KR Puram
Karnataka - 560036

Dear SHWETHA D SILVA R

On behalf of **KPMG Global Services Management Private Limited** (the **'Company'**), I am pleased to offer you the position of **Associate 1** in **Audit** with the Company. You will be part of the **KGDCPL NON SEZ BANGALORE UNIT.US** team.

You shall report initially to **30922 Gupta, Vivek Kumar** and, or, any other person as decided by the Company from time to time. You shall be based in **Bangalore** and can be transferred to any other offices of the Company at any other place or city within India or outside India, as decided by the Company from time to time.

Your employment shall commence with effect from your actual date of joining. In the event you fail to join latest by **1 July 2019,** this employment agreement ('Agreement') shall stand terminated.

You shall be on probation for a period of six (6) months (the **'Probation Period'**) from your actual date of joining. During the Probation Period, your Compensation and Other Entitlements, if any, shall be in accordance with the Company's Personnel Policy, for the time being in force (**'Company Policy'**). At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard, by issuing a confirmation letter (the **'Confirmation Letter'**). Until such Confirmation Letter is issued, you are deemed to be on probation.

The terms and conditions of your employment with the Company shall be as follows:

A. Compensation

1. Basic Salary

Your basic salary shall be **Rs. 187500/- (Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** per annum, payable monthly in arrears. Your next revision shall be in accordance with the merit review cycle and at the sole discretion of the Company.

2. Allowances

In addition to the basic salary referred to in Paragraph A.1 above, you shall be entitled to a sum of **Rs. 187500/-(Rupees One Lakhs Eighty Seven Thousand Five Hundred Only)** towards allowances to be chosen out of the allowances / perquisites detailed in the Staff Manual of the Company and Employer's contribution under the Provident Fund scheme of the Company, subject to your entitlement and the policy of the Company in that regard.

B. Other Entitlements

Your other entitlements, as may be determined by the Company Policy from time to time, shall be as follows:

1. Bonus

You may be entitled to a performance bonus as per the Company Policy. The Company is under no obligation to operate a bonus scheme and any payment of bonus to you is solely at the Company's discretion.

2. Gratuity

You shall be entitled to payment of gratuity as per the Company Policy and subject to the applicable law.

3. Medical Insurance Scheme

You shall be eligible to participate in the Medical Insurance Scheme of the Company, if any.

4. Leave

You shall be entitled to twenty two days (working days) in a performance year in accordance with the Company Policy subject to the applicable law.

5. Maternity Benefits **[For Women employees only]**

You shall be entitled to maternity leave of 26 weeks (182 days) of which 08 weeks (56 days) can be availed prior to expected date of delivery and 18 weeks (126 days) after the delivery. During such leave, you shall be entitled to your full Compensation along with Other Entitlements that are made available in terms of this Agreement. It is clarified that any claim to the aforementioned maternity benefits shall remain subject to provisions of the Maternity Benefit Act, 1961 as may be amended from time to time.

C. Miscellaneous

1. Working Hours

You will be required to work eight (8) hours a day excluding thirty (30) minutes break for lunch. The Company practices a forty (40) hours workweek. Subject to the applicable law, work timings, schedules and shifts may vary from time to time based on customer service requirements and depending upon exigencies of business, as specified by the Company from time to time. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

2. Taxation

Any amount payable by the Company to you towards Compensation, Other Entitlements and, or, any other payment shall be subject to deduction of withholding taxes and, or, any other taxes under applicable law. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

3. Confidential Information

3.1 For the purposes of this Agreement, 'Confidential Information' in relation to the Company means: -

(i) trade secrets,

(ii) lists or details of its suppliers, their services, or customers and the services and their terms of business,

(iii) prices charged to and terms of business with clients,

(iv) marketing plans and revenue forecasts,

(v) any proposals relating to the future of Company or any of its business or any part thereof,

(vi) details of its employees and officers and of the remuneration and other benefits paid to them,

(vii) information relating to business matters, corporate plans, management systems, investments, finances, accounts, marketing or sales of any past, present or future products or service, processes, inventions, designs, know how, discoveries, technical/financial specifications and other technical or financial information relating to the creation, production or supply of any past, present or future products or service of the Company, any information given to the Company in confidence by clients/customers, suppliers or other persons and any other information (whether or not recorded in documentary form, or on computer disk or tape) which is confidential or commercially sensitive and is not in the public domain, and

(viii) any other information which is notified to you as confidential.

3.2 You shall not, either during your employment or at any time thereafter, except as required by law, use, divulge or disclose to any person any Confidential Information, which may have come to your knowledge at any time during the course of your employment with the Company. This clause will cease to apply to information which enters the public domain other than (directly or indirectly) through your act, omission, negligence or fault.

4. Employment Conditions

During the course of your employment, you will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval of the Company. You will be required to effectively carry out all duties, responsibilities and obligations assigned to you by your manager and/or others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to an annual appraisal by your manager.

5. Travel

You shall travel to such places, within or outside India, as the Company may from time to time require in relation to the Company's business.

6. Independence and Risk Policies

We draw your attention to our independence and risk policies that apply to personnel in all functions. The joining pack and welcome mail from your Human Resources Manager will provide you with all the information you need as a new joiner to be independent in your personal financial relationships. Additional restrictions apply to partners and directors as per local regulations. You are requested to familiarize yourself with the Company's independence and other risk policies on joining and complete the related procedures within the timelines set out for each. In the event you do not comply with our independence and risk policies and procedures, you may be subject to disciplinary action including financial penalties including termination of your employment under Paragraph D.2 below.

7. Prevention of Insider Trading

You shall not, without prior written permission of the Company, purchase, sell or deal in, at any time either during your employment with the Company or thereafter, any securities issued by any past, present or prospective customer/client of the Company in respect of which you have obtained privileged information by virtue of or in connection with your employment with the Company.

8. Staff Manual

You are requested to familiarize yourself with the Company's staff manual on joining and abide by the same. Any non-compliance or breach will be subject to disciplinary action pursuant to Paragraph D.2 below.

9. Intellectual Property

9.1 You acknowledge that the Company is the absolute, unrestricted and exclusive owner of the Confidential Information or other proprietary technical, financial, marketing, manufacturing, distribution

or other business related information or trade secrets of the Company, including without limitation, concepts, techniques, processes, methods, systems, designs, clients, cost data, computer programs, formulae, and other information used by you in course of your employment with the Company. You shall not in any manner whatsoever, represent and/or claim that you have any interest by way of ownership, assignment or otherwise in the same.

9.2 You acknowledge that the Company shall own all rights, title and interest including copyright in any work created by you in course of your employment with the Company. To the extent such rights do not vest immediately in the Company, you agree to and irrevocably and unconditionally assign to the Company all your rights, title and interest including copyright in such works for adequate consideration, receipt whereof you hereby acknowledge. You agree to execute such other documents, as may be required by the Company, for recording the Company as the owner of such works at the Company's cost and expense.

D. Termination

1. Without Cause

1.1 During the Probation Period, the Company may terminate this Agreement without assigning any reasons upon thirty (30) days prior written notice or payment of salary in lieu thereof, at the discretion of the Company. Similarly, during the Probation Period you may also terminate this Agreement without assigning any reasons upon thirty (30) prior notice in writing or payment by you to the Company of the salary in lieu thereof. In such an event and in addition to the thirty (30) days written notice or salary in lieu thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.2 Upon your confirmation, either Party shall be free to terminate this Agreement at will and, at any time, with or without cause, upon sixty (60) days prior written notice by the Party desirous of terminating this Agreement or payment of equivalent salary in lieu thereof or a combination thereof, at the discretion of the Company. In the event you exercise the option of terminating this Agreement within twelve (12) months from the date of joining, in addition to the sixty (60) days written notice or salary in lieu thereof or a combination thereof, you shall also be liable to reimburse to the Company any joining bonus paid to you by the Company at the time of your joining the employment of the Company.

1.3 In case of termination of employment under Paragraph D.1.1 and D.1.2 above, you may be required to go on a paid leave until the end of your notice period at the Company's discretion, which may be adjusted against your leave entitlement, if any, that has accrued and not been taken.

1.4 With the exception as laid out in Paragraph D.1.3 above, you shall not be entitled to any leave while serving your notice period under this Agreement.

2. Breach or Misconduct

2.1 Notwithstanding anything herein, the Company shall be entitled to terminate this Agreement, without notice and with immediate effect, in the event you are:

(i) found to have engaged in any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; or

(ii) found to have engaged in any other act or omission, inconsistent with your duties; or

(iii) found to have engaged in any breach of this Agreement, or the Company Policy or lawful orders given to you by the Company;

(iv) convicted of any criminal offence; or,

(v) found to have engaged in unauthorized absence beyond a period of seven (7) days.

2.2 Provisional Offer

This offer is conditional and is subject to receipt of satisfactory report on background checks on your academic and professional qualification, experience and other matters.

The present employment is offered to you on the basis of information/ particulars provided by you and in the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed, that shall constitute breach of trust and your services are liable to be terminated.

3. Leave

If upon termination you have taken more leaves than your entitlement, you will be required to reimburse the Company in respect of the excess days taken and the Company is authorized to make deductions in respect of the same from your final salary payment. In the event such deductions exceed the final salary payment to you, you shall pay such outstanding amount to the Company.

4. Return of Property

4.1 For the purposes of this Paragraph D.4, Property means keys, mobile phone (including BlackBerry), computer equipment, security access cards, all lists of clients or customers, correspondence and all other documents, papers and records (including, without limitation, any records stored or maintained in any form including by electronic means, together with any codes or implements necessary to give full access to such records), system designs, software designs, software programs (in whatever media), presentations, proposals, specifications or Confidential Information which may have been prepared by you or have come into or passed from your possession, custody or control in the course of your employment.

4.2 You shall promptly, whenever requested by the Company and in any event upon receipt of notice of termination or termination of employment under this Paragraph D, deliver up to the Company all Property and you shall not retain any copies thereof. Title and copyright in the Property shall vest in the Company.

E. Governing Law

This Agreement shall be governed and construed in accordance with the laws of India. The invalidity or unenforceability of any part of this Agreement shall not affect the binding effect of the rest of the Agreement.

This Agreement shall be concluded and effective on your delivering a signed copy of this Agreement to us, provided that your Compensation and Other Entitlements shall not begin to accrue until you commence work for the Company.

If the terms and conditions of this offer letter are acceptable to you, please signify your acceptance by signing and returning a copy of this letter to the Company on or before **14 December 2018**, failing which, this offer stands automatically withdrawn by the Company without any further notice to you.

Yours sincerely,
for **KPMG Global Services Management Private Limited**

Partho Bhandopadhayay
Managing Director

I am pleased to accept the offer contained above.

SHWETHA D SILVA R

Annexure

SHWETHA D SILVA R
Associate 1
Bangalore

Compensation Category	Monthly (in INR)	Annual (in INR)
Basic Salary (a)	15625	187500
Flexible Compensation (b)	13750	165000
Employer Contribution to Provident Fund^ (c)	1875	22500
Total Cost to Company (a+b+c)	**31250**	**375000**

- ^Equal amount of PF will be deducted from the Cost to the Company as Employee contribution to Provident Fund
- The above is an indicative break-up of the components
- Gratuity will be governed by the Payment of Gratuity Act
- You will be eligible for performance bonus as per the Company Policy if your joining date is on or before June 30 for the current calendar year
- You will be eligible for increment as per the Company Policy only if your joining date is on or before March 31 for the current calendar year
- Performance Bonus will be payable only subject to your being on the payroll of the Firm and not serving notice at the time of disbursement.
- Taxation will be governed by the Income Tax rules. The Firm will be deducting tax at source as per income tax guidelines.
- Insurance benefit would be as per the company policies