ENG16CS0117
117

[24]7

Dear Rahul P,

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of **"Advisor"** in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **Rs.2,69,688/-** This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below WITHOUT FAIL on your day of joining July 2020 for the purpose of submission/verification:
   - Five passport size color photographs (important)
   - Date of Birth proof certificate (Original and Photocopy)
   - Aadhaar Card (Original and Photocopy)
   - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
   - High school and secondary school pass out mark sheets/certificates (Original and Photocopy)
   - Previous Employment details if any (Service Certificate/ Relieving Letter if applicable in original)
   - Last drawn Pay slip (if applicable in original)
   - Passport No. / Driver's license No. / Bank Account No. (Original and Photocopy)

NOTE: ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.

If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes,

Susmita Malik
Vice President HR

I accept your offer.
Signature of the candidate

ENG16CS0128

[24]7

Dear Harshila Sathinarayanan,

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of **"Advisor"** in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **Rs** 2,69,688/- This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below WITHOUT FAIL on your day of joining July 2020 for the purpose of submission/verification:

   - Five passport size color photographs (important)
   - Date of Birth proof certificate (Original and Photocopy)
   - Aadhaar Card (Original and Photocopy)
   - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
   - High school and secondary school pass out mark sheets/certificates (Original and Photocopy)
   - Previous Employment details if any (Service Certificate/ Relieving Letter if applicable in original)
   - Last drawn Pay slip (if applicable in original)
   - Passport No. / Driver's license No. / Bank Account No. (Original and Photocopy)

NOTE: ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.

If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes,

for

Susmita Malik
Vice President HR

I accept your offer.
Signature of the candidate

EN16CS0029

Letter of Intent

Date: 27th Sept, 2019

Dear **Bhavana K S,**

Greetings from **42Gears**!!!

We are pleased to offer you the position of **Solution Support Engineer** at 42Gears.

Your CTC (Cost to Company) will be **₹400,000** /per annum. The details are as below:

Particulars	Annual CTC (in ₹)	
Salary Components	**360000**	**30000**
Basic	144000	12000
HRA	57600	4800
LTA	15000	1250
Special allowance	41313	3442.75
Gross Salary (B)	**257913**	**21492.75**
PF - Employer	17280	1440
Gratuity	6927	577.25
Total retirement benefits & Employee benefits (C)	24207	2017.25
Cost to company (CTC) (B+C)	**282120**	**23510**
Cafeteria	33000	2750
PF - Employee	17280	1440
Employee welfare (Group medical Insurance 1 + 5 dependent)	27600	2300
Total Benefits (F)	77880	6490
Total Cost to company (TCTC) (B+C+F)	**360000**	**30000**
PT	2400	200
Total Deferred Benefits / Deductions (H)*	**2400**	**200**
Net Salary (B-H)	**255513**	**21292.75**
Variable Pay	**40000**	
Package Offered	**400000**	

Other benefits:

As a full-time employee of 42Gears, you would also be eligible for the following benefits:

1. Medical insurance: The medical insurance coverage for Rs.2,00,000/- per annum is applicable for you, parents, spouse and two children.
2. Gratuity: Gratuity will be paid as per the provisions of the Payment of Gratuity Act, 1972.

3. Place of Office : Bangalore, Karnataka

We are looking forward for your joining by Aug 2020.

You will be getting a formal offer letter outlining the terms and conditions of your appointment on joining 42Gears.

For **42Gears Mobility Systems Private Limited**

Authorised Signatory

Acknowledged and accepted by
Name: .....
Date : .....

ENG16CS00085
(ENG16CS0085)

Strictly Private and Confidential

Date:07-Feb-2020

ABRAR AHAMED
C8532955
#15,7th Main, 22nd Cross Road, Opp. KTSV Women's PU College, Vijayanagar, Bangalore-560040.

9880488491

Dear ABRAR AHAMED

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

After accepting this Offer,we encourage you visit Countdown to the Company-(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:07-Feb-2020

Aditya Suresh Naik
C8532905

Nagarasad,Naduchitte,karki,tq-Honnavar,dist-Karwar,

9902064588

Dear **Aditya Suresh Naik,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 3aef8e68-211f-4d1f-a752-fc84de288c9e_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CS00104

Strictly Private and Confidential

Date:07-Feb-2020

ANJALI CHOURASIA
C8532862
D-51/122 SURAJ KUND, PURANA PAN DARIBA, AURANGABAD, VARANASI, UTTAR PRADESH-221010.

9742347220

Dear **ANJALI CHOURASIA**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

To,

Name : ANUBHAV CHETIA

Re: Important information post your clearance of the interview process during the Campus Visit

Dear ANUBHAV CHETIA,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks** –Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the fifteen learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt,

they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 11
- Proposed role – Application Development Analyst
- Annual fixed compensation for the fiscal will be INR 5,41,500; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual target variable pay-out is estimated as INR 84,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Additional Benefits: Gratuity as per law (as applicable) + Insurance premium (Notion Value): INR 24,000
- Maximum Annual Total earning potential + Total Additional Benefits – INR 6,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the offer letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:24-Jan-2020

Anup Kumar B
C8502431

Shital Prasad Pandit,#02, Kodichikkanahalli Village, Kodichikkanahalli

8660121448

Dear **Anup Kumar B,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: b9ce4527-f2df-4c79-8273-8b420f6845de_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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.

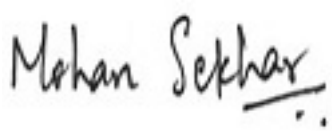
To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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
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

Date:07-Feb-2020

Anusha C M Manjunath C S
C8532906

Venkatesh Coffee Works,Azad Road, Thirthahalli-577432

9483974576

Dear **Anusha C M Manjunath C S,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 801b2d31-e2ed-4980-ae17-49dde5595c6d_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CS0026

Strictly Private and Confidential

Date:07-Feb-2020

Ashish Bishnoi
C8532931
Behind Sanjay Tractors, Indore Road, Harda

9977112968

Dear **Ashish Bishnoi**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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. a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:01-Jan-2020

Bindhushree Suresh
C8440380

#43,1ST CROSS VEERABADRASWAMY LAYOUT,DODDANAGAMANGALA ELECTRONIC CITY POST

BANGALORE-560100

8310376606

Dear **Bindhushree Suresh,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

CHANDANAMURTHY MURTHY K C
C8502331

BHYRAPURA(VI), GOWTHAMPURA(PO), SAGARA(TQ), SHIMOGA, KARNATAKA

9148610703

Dear **CHANDANAMURTHY MURTHY K C,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 19f10c48-8998-4072-aaed-3612464dcedd_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

To,

Name : DIGVIJAY PRAKASH CHINCHANE

Re: Important information post your clearance of the interview process during the Campus Visit

Dear DIGVIJAY PRAKASH CHINCHANE,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

DIVYANSH

ENG16CS0039

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : DIVYANSH BINOD KUMAR MISHRA

Re: Important information post your clearance of the interview process during the Campus Visit

Dear DIVYANSH BINOD KUMAR MISHRA,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:24-Jan-2020

Megha Marandahalli Gopal
C8502332

985, 23rd Main, 4th T Block, Jayanagar, Bangalore-560041

9481476493

Dear **Megha Marandahalli Gopal,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 34a2bfa9-e951-4864-86b9-edbbe5f5af7c_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

To,

Name : ADITHYA CHOWDARY MADDIPATLA

Re: Important information post your clearance of the interview process during the Campus Visit

Dear ADITHYA CHOWDARY MADDIPATLA,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:01-Jan-2020

Megha Srinath
C8440389

#658 Kudlu VGP Road Iyengar Layout Bommanahalli Post Bangalore 560068

9035169720

Dear **Megha Srinath,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: c93bcc16-ee42-4b98-b3f9-29483231b298_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:30-Dec-2019

Monika Marudhavanan K
C8425821

No. 4 ,12th Main,Muneeshwara Temple Street,Bandepalya,GB Palya ,Bengaluru-560068

7022351358

Dear **Monika Marudhavanan K,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 2c83f66b-5017-42d6-9a30-796e81bc3a2f_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
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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 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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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• 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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* As defined by applicable law from time to time.

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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, parent's 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 borneby 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, parent's 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

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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
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

Date:01-Jan-2020

MOUNIKA RAMAKKAGARI
C8440387

Flat no. 403, Plot no.1143, Sai Krupa Residency,6th Cross , Ananthnagar Phase 2, Kammasandra, Electronic city

9972580415

Dear **MOUNIKA RAMAKKAGARI,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 1f440503-5af1-499f-8416-0edf52ec13d9_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16C50094

Strictly Private and Confidential

Date:07-Feb-2020

NISCHALA N PUROHIT

C8532912
S-304, msh apts, chikkalasandra, bsk 3rd stage, Bangalore-61

8105339207

Dear NISCHALA N PUROHIT

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

After accepting this Offer,we encourage you visit Countdown to the Company-(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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(C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

ENG16CS0095

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Nyrika Bhargavaram Renuka

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Nyrika Bhargavaram Renuka,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

To,

Name : PRIYANKA PATIL

Re: Important information post your clearance of the interview process during the Campus Visit

Dear PRIYANKA PATIL,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
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marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
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- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

To,

Name : Pavan Kumar Janaki Ram

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Pavan Kumar Janaki Ram,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
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We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

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ENG16LS0105

HIGHWAY TO EXCELLENCE

accenturetechnology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : PRAJWAL KRISHNAPPA

Re: Important information post your clearance of the interview process during the Campus Visit

Dear PRAJWAL KRISHNAPPA,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

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Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:01-Jan-2020

Pratham Kaveriappa
C8440390

#105, Hill Valley,Mangaladevi Nagar, Madikeri

9481504430

Dear **Pratham Kaveriappa,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: df83e760-c876-4606-aa7b-2169128dcf2c_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:30-Dec-2019

PREETHI ZINTA RAMESH REDDY
C8425832

#207,BHADRA REDDY BUILDING,KITTHIGANAHALLI,BANGALORE,KANATAKA-560099

9663184604

Dear **PREETHI ZINTA RAMESH REDDY,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: 8647c261-227d-42e3-9d1b-bced1c72c844_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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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.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

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(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

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You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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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, parent's 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 borneby 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, parent's 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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ANNEXURE II

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2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
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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

Date:01-Jan-2020

Prinston Rebello
C8440392

Door No.E/670/9, Prashant Colony, Madivalkeri, Baggon, Kumta

8971927785

Dear **Prinston Rebello,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: 4fbf1746-246b-4e2a-8a54-f7290fd8e57b_1
Signed By: Mohan Sekhar

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

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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
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

Date:24-Jan-2020

PRIYANKA NARAYANAPPA
C8502333

#e-10,2nd street ,near govt school ,Thirumagondanahalli ,Anekal.

9916253119

Dear **PRIYANKA NARAYANAPPA,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 45e0d56e-23fb-4e62-8dc7-841d7234236c_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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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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.

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1. Two copies of your recent passport size photographs.
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5. Pan Card
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

Date:24-Jan-2020

Raghavi R Shetty
C8502334

BRAHMASHRI, NO:8-288 ,B.B.ROAD, KAGERI, KOTESHWARA, KUNDAPURA, UDUPI, KARNATAKA-576222

9606762789

Dear **Raghavi R Shetty,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 048bc45f-1c01-48d4-b673-31566fb032ce_1
Signed By: Mohan Sekhar

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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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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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, parent's 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 borneby 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, parent's 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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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

Date:01-Jan-2020

RAKSHITHA MANJUNATH REDDY
C8440393

#44/7,muneshwara nagar,opp HSR Layout 6th sector,HSR Layout Bangalore

9538368989

Dear **RAKSHITHA MANJUNATH REDDY,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: e2646c4a-2e36-4341-b47b-d195aa9a1934_1
Signed By: Mohan Sekhar

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In case you have any feedback/suggestion or have any query, feel free to write an e-mail to http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

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Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

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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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

RASHI V YARAMATTI
C8440395

Ward 2, Marlanahalli, Gangavathi(Tq), Koppal(Dist), Karnataka - 583229

7019052026

Dear **RASHI V YARAMATTI,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 210f2e83-f5c0-4032-8e30-dd93097040e5_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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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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
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

Date:31-Dec-2019

Rashmi Rajendra Nyamagoudar
C8440396

D/O:RAJENDRA NYAMAGOUDAR NEAR HANUMAN TEMPLE,GANI TQ:JAMAKHANDIDIST:BAGALKOT

7259834726

Dear **Rashmi Rajendra Nyamagoudar,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: be104540-d0ce-44e1-a9c0-a93c3ea5af65_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
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Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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• 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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   a. You have the option of availing Accenture negotiated rates to cover your parents, parent's 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 borneby 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, parent's 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
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.

To,

Name : Roopa RAVI G

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Roopa RAVI G,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:07-Feb-2020

S LALITHA MAHATHI
C8532908

675/1/7 HEBBALLI LAYOUT, KUMARAVYASANAGAR, VIDYANAGAR, HUBLI

9482300636

Dear **S LALITHA MAHATHI,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 3fe2d05b-49a5-4b0d-b0f6-fa2c376575da_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
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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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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.

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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
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

Date:24-Jan-2020

Sakshethaa SHANMUGAM
C8502336

NO.53/1,CARSTREET,ULSOOR,BANGALORE-560008

9663672154

Dear **Sakshethaa SHANMUGAM,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

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Career level – Career level - 12

Talent Segment - Software Engineering

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Signed By: Mohan Sekhar

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Strictly Private and Confidential

Date:17-Jan-2020

Sandeep Thakuri
C8468372

R K KUSHARI ROAD,NEAR CIRCUIT HOUSE DARJEELING

7975415472

Dear **Sandeep Thakuri,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, 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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Yours sincerely,

Mohan Sekhar
Senior Managing Director
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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
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

Date:06-Jan-2020

SANDESH SITARAM ACHARI
C8424630

At post Balkur, Honnavar,Karwar

8073044089

Dear **SANDESH SITARAM ACHARI,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: a2a55d63-527e-4392-85fb-beeaa77a41ee_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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.

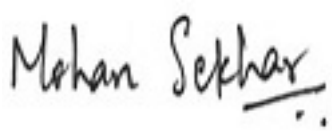
To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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
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

Date:01-Jan-2020

Sankeerthana G D
C8440394

NEAR ASHWATHANA KATTE,B2 BLOCK,Y.N.HOSAKOTE

9113282271

Dear **Sankeerthana G D,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 367c38c2-2140-43e1-8a41-c41513f21612_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:30-Dec-2019

SHREYA M PRASANNA
C8425823

Door no 343 Akshaya 11th A Cross 14th Main JP Nagar Phase 2 Bangalore 560078

8105897925

Dear **SHREYA M PRASANNA,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: cc927a6d-0013-4819-a38e-472b6119220b_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 the pre onboarding online learning program that was 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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- 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

To,

Name : Shreya Sadananda

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Shreya Sadananda,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:24-Jan-2020

Tejas Sajjan
C8502335

MIG II 89, Hudco Colony,Siddaling Nagar,Gadag, Karnataka,582101

7411036214

Dear **Tejas Sajjan,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 70083f4f-a7e2-4def-9672-2fb884bad9dc_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

Vatsalya Singh
C8502337

D-101 Adarsh Hill Apartments, Kumaraswamy Layout, Opposite Dayananda Sagar College, Bangalore - 560078

8095487188

Dear **Vatsalya Singh,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 7188af00-afdb-4b38-8835-075080ec517d_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
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Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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* As defined by applicable law from time to time.

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:

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   a. You have the option of availing Accenture negotiated rates to cover your parents, parent's 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 borneby 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, parent's 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.

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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
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

Date:31-Dec-2019

Vidhisha Shetty
C8440402

SRI SAI GANESH, near Adhur bridge, Adhur(PO&VIL)

7624959908

Dear **Vidhisha Shetty,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: db06a761-5ffc-45cd-afd5-afe984127d73_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CS0200

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Tenzin Tsega

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Tenzin Tsega,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:01-Jan-2020

Mervin K Francis

C8440386

Dear **Mervin K Francis,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

SAI TEJA ARADHYULA

C8440390

Dear **SAI TEJA ARADHYULA,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Signed By: Mohan Sekhar

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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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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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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Total Cash Compensation Elements	
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(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

Asfan Ulla GA
C8502655

GA Compound, near Modern School , Mahalakshmi Layout, Kolar - 563101, Karnataka

9538427886

Dear **Asfan Ulla,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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
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

Date:24-Jan-2020

Likith B
C8502659

#1165 9TH MAIN 11TH A CROSS 2ND STAGE MAHALAKSHMIPURAM BANGALORE 560086

8904195745

Dear **Likith,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

Note: For International Worker Only*

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* As defined by applicable law from time to time.

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, parent's 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, parent's 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
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 CS0066

Gmail

Kishore Prabhakar <kishore.prabhakar7@gmail.com>

Amazon_Intent to Offer

Mon,

Varughese, Shilpa <varugs@amazon.com>
To: "kishore.prabhakar7@gmail.com" <kishore.prabhakar7@gmail.com>

Dear Kishore Prabhakar,

Congratulations and Welcome to Amazon !!

Thanks for setting aside time to chat with our interviewers. I hope the discussions were informative and enjoyable.

We are pleased to let you know that you have cleared all the rounds of interview and we intend to offer you the position of "Cloud Support Associate" with AISPL, Bangalore. Your work l
Bangalore or Hyderabad which will be decided based on the business requirement post your internship.

Please find below the compensation package.

Components	Amazon Offer (INR)
Base Salary	INR. 800,000
Sign on Payment -1st year	INR. 300,000
Sign on Payment -2nd year	INR. 200,000
RSU	INR. 600,000

(The RSU's are vested : 5% -first year; 15 % second year; 20 % each every 6 months for 3rd and 4th year)

Total Compensation: INR 19, 00,000

As part of your offer, you will be entitled to do the internship with AWS Bangalore from 3rd Feb 2020. The internship duration will be for 5 to 6 months post which you will be converted to

Internship Stipend: 40,000 INR

Internship Work Location: Bangalore

Start Date: 3rd Feb 2020

Shortly we will initiate your Intern offer process and you will be receiving your offer letter on successful completion of background verification. Kindly respond to this mail with your accept

Kindly get in touch with your placement office and procure your Bonafide certificate,

Also please fill the below table with required details and send it back to us at the earliest. We hope to receive a favorable response from you.

First Name	Middle Name	Last Name	Gender	Permanent Address	Contact Number	Date of Birth	Father name	College Name	Degree	Branch	Years of Education	Graduation Year	Full Address	Pin Code	Address Proof

Please let known for any further information/clarification on the same.

Looking forward to onboard you soon!!!

Thanks & Regards,

SHILPA ABRAHAM VARUGHESE
Recruiter | Student Programs

M +91 9645239605

amazonjobs in f

DISCOVER INTERVIEWING AT AMAZON

Gmail sharan varma <sharanvarma0@gmail.com>

Amazon_Intent to Offer

10 messages

Varughese, Shilpa <varugs@amazon.com> Mon, Dec 2, 2019 at 6:44 PM
To: "sharanvarma0@gmail.com" <sharanvarma0@gmail.com>

Dear Sharan Varma,

Congratulations and Welcome to Amazon !!

Thanks for setting aside time to chat with our interviewers. I hope the discussions were informative and enjoyable.

We are pleased to let you know that you have cleared all the rounds of interview and we intend to offer you the position of "Cloud Support Associate" with AISPL, Bangalore. Your work location will be Bangalore or Hyderabad which will be decided based on the business requirement post your internship.

Please find below the compensation package.

Components	Amazon Offer (INR)
Base Salary	INR. 800,000
Sign on Payment -1st year	INR. 300,000
Sign on Payment -2nd year	INR. 200,000
RSU	INR. 600,000

(The RSU's are vested : 5% -first year; 15 % second year; 20 % each every 6 months for 3rd and 4th year)

Total Compensation: INR 19, 00,000

As part of your offer, you will be entitled to do the internship with AWS Bangalore from 3rd Feb 2020. The internship duration will be for 5 to 6 months post which you will be converted to the full time role.

Internship Stipend: 40,000 INR

Internship Work Location: Bangalore

Start Date: 3rd Feb 2020

Shortly we will initiate your Intern offer process and you will be receiving your offer letter on successful completion of background verification. Kindly respond to this mail with your acceptance of the offer.

Kindly get in touch with your placement office and procure your Bonafide certificate.

Also please fill the below table with required details and send it back to us at the earliest. We hope to receive a favorable response from you.

First Name	Middle Name	Last Name	Gender	Personal Email ID	Contact Number	Date of Birth (DD/MM/YYYY)	Father name	College Name	Degree	Branch	Years of Education	Graduation Year	Full Address	Pin Code	Address State	CGPA

Please let known for any further information/clarification on the same.

Looking forward to onboard you soon!!!

Thanks & Regards

SHILPA ABRAHAM VARUGHESE
Recruiter | Student Programs

M +91 9645239665

DISCOVER INTERVIEWING AT AMAZON

---

sharan varma <sharanvarma0@gmail.com> Mon, Dec 2, 2019 at 8:58 PM
To: ulisev <ulisev@gmail.com>

[Quoted text hidden]

---

sharan varma <sharanvarma0@gmail.com> Mon, Dec 2, 2019 at 9:08 PM
To: "Varughese, Shilpa" <varugs@amazon.com>

Date: 02-12-2019
Mam,
As per specified in the mail, I am very pleased to accept the position of Cloud Support Associate with AISPL.

[Quoted text hidden]

---

sharan varma <sharanvarma0@gmail.com> Mon, Dec 2, 2019 at 9:44 PM
To: "Varughese, Shilpa" <varugs@amazon.com>

Date: 02-12-2019

Dear Ms. Varughese.

Thank you very much for this offer. It is with great pleasure that I inform you of my acceptance of the position of Cloud Support Associate with AISPL.
I look forward to starting this internship from 3rd February 2020.

The details requested are as follows:

First Name	Middle Name	Last Name	Gender	Personal Email ID	Contact Number	Date of Birth	Father Name	College Name	Degree	Branch	Years of Education	Graduation Year	Full Address	Pin Code	Address State	CGPA
Sharan		Varma	Male	[redacted]	+91 9208682168	11/05/1998	Ullas Varma	Jnanananda Sagar University	B.Tech	Computer Science and Engineering	2016-2020	2020	GF 02, 17/18 Sri Lakshmi Nilaya, Kaveri Nagar, 1st Main 4th B Cross, Vasanthapura, Subramanyapura P.O., Bangalore	560061	Karnataka	9.91 (Till Date)

I look forward to hearing from you on the further course of action.
Thanking you once again.

Yours Sincerely,
Sharan Varma
9208682168

On Mon, Dec 2, 2019 at 6:44 PM Varughese, Shilpa <[redacted]> wrote:
[Quoted text hidden]

Varughese, Shilpa <varugs@amazon.com> Tue, Dec 3, 2019 at 10:13 AM
To: sharan varma <sharanvarma0@gmail.com>

Request you to kindly send the required details asap.

Thanks & Regards,
Shilpa

[Quoted text hidden]

ENG16CS0174

Hi Swasthi S Shetty,

Congratulations!

Thank you for your time to participate in Amazon Campus hiring process. It is with great pleasure that I welcome you to be a part of Amazon. We are very excited to have you on board with us!

Your date of joining is 22-Jun-2020. We look forward to receiving your acceptance on this offer within **24-48 hours**.

You will receive an email from "MYDOCS" & "attest360" with username and password for further onboarding process and for background verification.

Please find below the breakup of your offer components:

Current Compensation Summary	
Designation	Sr. Associate - Prod Compliance
Job Location	Bangalore
Gross Salary	Annual (in INR)
	4,29,100

Gross Salary Break-Up		
Pay Component	**Annual (INR)**	**Monthly (INR)**
Basic	214,550	17,879
House Rent Allowance	107,275	8,940
Employer contribution to PF	21,600	1,800
Leave Travel Assistance	44,698	3,725
Medical Allowance	15,000	1,250
Conveyance Allowance	19,200	1,600
Meal Allowance	6,777	565
Gross Salary	**429,100**	**35,758**

Additional Employee Benefits Summary (Details to follow in MYDOCS):

- **Employee Medical Insurance** (Amazon offers medical insurance cover of INR 500,000 (family floater) for Employees and their dependents (Spouse and up to 2 Children)
- **Transportation Facility** (Free Cab Facility)
- **Meal Card** (Amazon India provides Meal Card worth INR 1100/- every month)
- **Leaves** (Annual Leave, Sick Leave, Casual Leave)
- **Annual Health Check**
- **Employee Accident Insurance**
- **Employee Life Insurance**

ENG16 CS0063, 58 ✓
& 139

---------- Forwarded message ---------
From: **Amandeep18 Singh** <Amandeep18.Singh@axisbank.com>
Date: Sun, Oct 13, 2019 at 7:37 AM
Subject: Re: Axis Bank Recruitment 2019-20 Batch | DSI
To: Ramesh Babu <placementdsatm@gmail.com>
Cc: Guruvenkatesh <dsi_placement@yahoo.com>, Nagesh P <placement@dayanandasagar.edu>, Gopal S S <ssgopal@dsu.edu.in>, DSI Placement <placement2@dayanandasagar.edu>, placement7@dayanandasagar.edu <placement7@dayanandasagar.edu>, Rachita Marwaha <Rachita.Marwaha@axisbank.com>, Rupinder Chadha <Rupinder.Chadha@axisbank.com>

Dear Sir,

Please find attached the select list. Offer letter will be posted to the students directly.

Sl No	USN	FULL NAME	BE-STREAM
1	1DS16CS702	Aisha Siddika	CSE
2	1DS16CS106	Shusrita Venugopal	CSE
3	1DS16IS014	Arpitha H	ISE
4	ENG16CS0063	Chandu Kilari	CSE
5	ENG16CS0058	Karthik N	CSE
6	ENG16CS0139	Sanju M	CSE

← ENG16 CS0058

Kindly inform to all the select students. Thanks!

Regards,
Aman
8800911997

www.axisbank.com

ENG16 CS0063, 58 ✓
& 139

---------- Forwarded message ---------
From: **Amandeep18 Singh** <Amandeep18.Singh@axisbank.com>
Date: Sun, Oct 13, 2019 at 7:37 AM
Subject: Re: Axis Bank Recruitment 2019-20 Batch | DSI
To: Ramesh Babu <placementdsatm@gmail.com>
Cc: Guruvenkatesh <dsi_placement@yahoo.com>, Nagesh P <placement@dayanandasagar.edu>, Gopal S S <ssgopal@dsu.edu.in>, DSI Placement <placement2@dayanandasagar.edu>, placement7@dayanandasagar.edu <placement7@dayanandasagar.edu>, Rachita Marwaha <Rachita.Marwaha@axisbank.com>, Rupinder Chadha <Rupinder.Chadha@axisbank.com>

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Cc: Guruvenkatesh <dsi_placement@yahoo.com>, Nagesh P <placement@dayanandasagar.edu>, Gopal S S <ssgopal@dsu.edu.in>, DSI Placement <placement2@dayanandasagar.edu>, placement7@dayanandasagar.edu <placement7@dayanandasagar.edu>, Rachita Marwaha <Rachita.Marwaha@axisbank.com>, Rupinder Chadha <Rupinder.Chadha@axisbank.com>

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6	ENG16CS0139	Sanju M	CSE

← ENG16 CS0058

Kindly inform to all the select students. Thanks!

Regards,
Aman
8800911997

www.axisbank.com

EMPLOYMENT OFFER LETTER

Capgemini Ref: 5647793/1247723,

03/18/2022,
Chandana M K.

Bangalore
Bangalore, Karnataka
India.

Confidential

Dear Chandana M K,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini '** or **'Company'**) starting from **03/22/2022** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**.

B) You will be required to work at the Company's offices in **Bangalore**.

C) You have to report by 8:30 am at **Bangalore** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
164-165, EPIP Phase II,
EPIP Industrial Area,Whitefield, Bengaluru 560066

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 300,002.00 (Rupees Three Lakh And Two Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Analyst

Total Cost to Company (CTC). **Rs.300,002.00**

Monthly Components	**Per Month**	**Annualized**
Basic	**Rs.15,000.00**	**Rs.180,000.00**
House Rent Allowance	**Rs.3,679.00**	**Rs.44,148.00**
Advance Statutory Bonus ++	**Rs.3,149.00**	**Rs.37,788.00**
Gross monthly salary	**Rs.21,828.00**	**Rs.261,936.00**
Capgemini's contribution to PF *	**Rs.1,800.00**	**Rs.21,600.00**
Gratuity (accrual only)		**Rs.8,664.00**
Total Fixed Compensation		**Rs.292,200.00**
Total Cash Compensation		**Rs.292,200.00**
Benefits		
Medical, Accident & Life Insurance Premium		**Rs.7,802.00**
Total Cost to Company		**Rs. 300,002.00**

Notes:

1. The payroll processing will be as per Company policy notified from time to time.

2. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.

3. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.

4. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

* Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

E.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.

2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

F.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.

2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.

3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.

4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.

5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

G.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

H.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

I.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

   a. You will submit relevant documents as mandated by the Company.

   b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.

   c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.

   d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.

   e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.

   f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini).

   g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is cleared; and

   h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.

   i. Your employment shall be subjected to the below-mentioned additional terms and conditions.

      a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 05/21/2022(for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

      b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

      c. As a condition of your employment with the Company, you may be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In case of such consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.You fill the complete Background verification link given along with the welcome mail of the offer.

   j. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.

   k. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, fabricated or forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

J.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited

Anilkumar Singh

Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

_____

Name: **Chandana M K**

Date: **03/18/2022**

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited (**"Capgemini"** or **"Company"**) may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

a) one location to another; or

b) one team/department/account/function/Business Unit to another; or

c) one project/job to another; or

d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.

b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.

c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and

d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi-judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi-judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi-judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti-bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

a) you are legally permitted to reside and be employed in India.

b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.

c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.

d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.

e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and

f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.

b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.

c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.

d) prevent the unauthorized use, dissemination or publication of such Confidential Information.

e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.

f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).

g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.

h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and

i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

a) was in your possession before receiving the same from the Company pursuant to this Letter.

b) is or becomes a matter of public knowledge through no fault of yours; or

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third-party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively **'Developments'**) that:

a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith.

b) results from tasks assigned to you by the Company; or

c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively **'Moral Rights'**). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini 's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop,laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

(i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

b.) Notice Period/Termination

(i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors, officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter along with its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to my employer, Capgemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra(hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:
   a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
   b) payroll processing agencies for processing my payroll (including reimbursement claims),
   c) law enforcement agencies,
   d) to comply with a judicial/quasi-judicial order,
   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,
   f) insurance companies for the purpose of group insurance, personal accident insurance etc.
   g) service providers providing services for biometric access to office premises for monitoring attendance,
   h) foreign consulates, embassies etc. and service providers (including travel agents) for the purpose of processing of visa, work permits etc.
2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a.) affiliates of the Company for administrative purposes and/or audit;
   b.) clients/prospects in relation to any staff augmentation assignments.
3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:
Signature:
Date:

ANNEXURE I (A)

Onboarding Documents

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you.
2.	Employment Documents: **Current Employment(Immediate Previous)** a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory) b) Payslips for last 3 months c) Form 16/Form 16A d) Salary Account 6 months Bank Statement e) Letter of appointment/Offer letter from employer which captures start date **Previous Employment**Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day
3.	**Education Documents** a) 10th Marksheet and certificate. b) 12th marksheet and Certificate. c) Graduation Marksheets and certificate/Diploma certificate. d) Post-Graduation Marksheets and degree certificate (If applicable) e) Any other relevant certificate
4.	**Proof of identity/ Address** a) PAN Card b) AADHAAR Card c) Passport In case any of the proof of Identity/Address mentioned above not available then any Two of the below proofs i) Voters Id ii) Driving License iii) Ration card iV) Electricity Bills V) Gas card vi) Notarized Self Affidavit
5.	Passport size photographs (6 nos.)
6.	**Self Employed/CO-owner/Freelancing/ Partnership employment(s) (if applicable)** a) Form 16/Form 26AS b) Bank statement for 6 months c) Shops & Commercial Establishment Registration Certificate d) Co-Owner/Partnership/Ownership – Required partnership/ownership dissolution deed
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details – Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

ANNEXURE I (B)

Background Verification

Reference terms:

Capgemini adheres to a strong background verification process. As a part of this process all the personal and professional information provided by you is verified, therefore we request you to provide all the necessary relevant documents as per the information provided. This will help us verify your

- Education Credentials (Graduation/Bachelor's Degree/Post Graduate Degree etc.)
- Professional Experience & Employment(s) Credentials.

Note: Based on certain business requirement and statutory rules Capgemini may initiate certain additional checks during your tenure in Capgemini and by accepting this offer you agree to undergo such additional checks when required. Capgemini will not take any individual approval for the same.

Please ensure that the following steps are followed to initiate the process and submit the necessary documents within 7 calendar days from the date of receipt of this offer:

- Fill the standard application form by clicking the New Employee Wizard link (received from SuccessFactors Onboarding <auto.noreply@capgemini.com>. (You will receive the link to New Employee Wizard portal shortly). In case you have not received this link within the next 3 days please get in touch with your recruiter immediately.

Download the Address check Form, Database check form, Court record form - from the New Employee Wizard link; update the details in the form with your manual signature and mention the current date on which you have signed this form. You will have to upload back the scanned copy of these documents on to the New Employee Wizard link.

- Highest Educational Degree Certificate and Final year Mark sheet**.
- Submission of all semester/term mark sheets of your highest qualification.
- Any qualification obtained from the Institute which is not recognized by UGC/AICTE is not considered.
- Experience letters and relieving letters for 5 years of employment or past 2 employers whichever is higher.

Form 16 - Part A only.

Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible.

Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]

- On the date of joining you are required to carry the experience letter/Relieving letter from all your past employers
- These letters should clearly mention your last working day with your previous employers.

Some organization issue relieving/experience letter along with the full and final settlement in such cases you should submit the resignation acceptance mail authorized by your last employers HR department and you should ensure that the last working day is clearly mentioned on this acceptance letter. Please note that in such cases you will have to submit the original experience/relieving letter to Capgemini HR department / email the same to the following email address backgroundverification.in@capgemini.com not later than 14 days of your joining***

Court Verification Forms

- Court Record form

Note:

All of these forms (Address check Form, Database check form, Court record form) are available on the New Employee Wizard link. Please download these forms from the New Employee Wizard link and fill the information in BLUE ink only.

All of the above forms are submitted to the respective authorities (Police/Courts etc) and as a part of the verification process the representatives of these authorities may visit your residence address for verification; alternatively they may also call you or ask you to visit the nearby Police Station.

You are required to submit all the documents with 7 days from receiving this Offer, failing which offer will be revoked*

Important points to note:

- In an event you fail to submit the required documents to the HR department within 30 days of first intimation/date of joining and after 2 reminders. Capgemini reserves the right to hold back your salary and to take disciplinary actions which inter alia include termination from service without notice.

You are requested to fill your details diligently in the link provided. If there is a discrepancy in the data provided or the copies of documents / certificates given by you as a proof in support of the above, Capgemini reserves to take disciplinary actions which inter alia includes termination from service without notice.

***In case your last employer do not provide experience letter you may provide the relieving letter, however please ensure that the relieving letter has last working day clearly mentioned.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Best Regards,
Team HR

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ENG16CS00019
ENG16CS00025
ENG16EC00017

---------- Forwarded message ---------
From: **DSI Bangalore** <bangaloredsi@gmail.com>
Date: Wed, Feb 26, 2020 at 9:54 AM
Subject: Chegg India | Results 2020
To:

Dear Student

FYI, PFA list of selects from Chegg India. For more details kindly go through the following mail.

Regards
Placement Team
DSI

---------- Forwarded message ---------

Dear Mr. Nagesh and Team,
Hope your students had wonderful time attending the drive as we had conducting it!
Thank you for extending uninterrupted support for the smooth conduction of the Campus Drive. We take immense pleasure in sharing the list of students who were the part of Chegg India's Campus Drive for the profile of "Subject Matter Experts". List attached include the names of all those students who are finally selected.
Kindly inform your students that, all the information related to onboarding will be mailed on student's registered email id. Also, our team will soon connect with them on their registered mobile number. They will be getting their login credentials of the Chegg Portal and then they can start working as per their convenience.
Wishing all the students, All the Best for their new journey with Chegg!! See you Onboard!
Get...Set...Chegg!!

Look forward to hearing from you.
Thanks and Regards!
Prakriti Shrivastava | Campus Team
[E] campusconnect@chegg.com
Chegg India Pvt. Ltd.
Expert Testimonials | Chegg Inc. | Chegg India

Email	Name	Lastname	Referral code	Selection Status
anushacm11@gmail.com	C M	Anusha	DSIH12020	Yes - ENG16CS0019.
mithoo.pranjal@gmail.com	Pranjal	Mishra	DSIH12020	Yes
zeedsce@gmail.com	Md Zeesha	Alam	DSIH12020	Yes
suryasrinivas7098@gmail.com	K S	Surya	DSIH12020	Yes
prajjwalsri2910@gmail.com	Prajjwal	Srivastava	DSIH12020	Yes
shashinani1234@gmail.com	P	Shashikant	DSIH12020	Yes
soundharya.12321@gmail.com	Soundhary	R	DSIH12020	Yes
ashirwadmitra123@gmail.com	N	M Ashirwa	DSIH12020	Yes - ENG16CS0025
paulmanisha896@gmail.com	Manisha	Paul	DSIH12020	Yes
bharathsp0805@gmail.com	S P	Bharath	DSIH12020	Yes - ENG16EC0017
samarthurs@yahoo.co.in	T R Samart	Urs	DSIH12020	Yes
ankitsingh540@gmail.com	Ankit Kum	Singh	dsih12020	Yes
suchithrashetty68@gmail.com	M L	Suchithra	DSIH12020	Yes

DAYANANDA SAGAR INSTITUTIONS

BANGALORE –78

PLACEMENT OFFICE

DSCE /Placement /19-20/88 **Date: 26th Feb 2020**

Congratulations

Final Selected student List for 2020 Batch

Chegg India Pvt. Ltd.

Sl No	USN	FULL NAME	BRANCH
1	1DS16BT022	MANISHA PAUL	BIOTECH
2	1DS16BT040	Soundharya R	BIOTECH
3	1DS16CH017	MD ZEESHAN ALAM	CHEMICAL
4	1DS16CV094	PRANJAL MISHRA	CIVIL
5	1DS16CS728	Prajjwal Srivastava	CSE
6	1DT16CS107	Surya K S	CSE
7	ENG16CS0019	Anusha C M	CSE
8	ENG16CS0025	ASHIRWAD	CSE
9	1DT16EC072	SHASHIKANTH P	ECE
10	1DT16EC084	Suchithra M L	ECE
11	ENG16EC0017	BHARATH S P	ECE
12	1ds16ee108	T R Samarth Urs	EEE
13	1DS16IS011	Ankit Kumar Singh	ISE

The Offer Letter will be sent to the students directly by the company.

M.N. Guruvenkatesh,
Vice President – Placements & SDC

ENG16CS0162

---------- Forwarded message ---------
From: **Barkha Dave** <barkha@trellissoft.com>
Date: Fri 10 Jan, 2020, 1:05 PM
Subject: PRELIMINARY OFFER | TRELLISSOFT | INTERN - SOFTWARE ENGINEER | MS. NEHA S B
To: subhsubh777@gmail.com <subhsubh777@gmail.com>
Cc: Nagesh P <placement@dayanandasagar.edu>, Ritesh Pereira <rpereira@trellissoft.com>

Dear Subhashree .

Congratulations !
We thank you very much for sparing your valuable time with us. In the light of the discussions we had with you, we are pleased to offer you the position of **"Intern Software Engineer"** in our organization at **Bangalore** Location. The Terms and Condition of Employment remain the same as you are aware.
Your internship further will need you to complete your Engineering and submit your degree and marksheets once received from the University (June – July 2020), for us to process your employment further.
Your date of joining as an Intern is considered as **23rd January 2020**.

On Boarding details :-

Date of joining	: 23rd Jan 2020 (Thursday)
Reporting time	: 11:00am
Office Address	: TrellisSoft. 21/1. 003. White House. Coles Rd. Frazer Town. Bangalore – 560005.
Contact persons (@ Blore)	: Mr. Ritesh Pereira
Contact person (for any query)	: Ms. Barkha Dave (9537966030)

Send us an affirmative response to this offer latest by 10th Dec 2019 EOD, as your confirmation to join.
We welcome you to TRELLISSOFT and wish you a rewarding career with us.

Thank You,
Barkha

Best,
Barkha Dave
Manager – HR, TrellisSoft Engineering Services Pvt. Ltd

: 9537966030 | : www.trellissoft.com | : 301, Tower 4, Infocity Gandhinagar, Gujarat
E : barkha@trellissoft.com **L** : barkhadaway

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Pradeep Yadav V

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sarthaka S (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sarthaka S as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

a) Commit any material or persistent breach of any of the provisions contained.

b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.
b) The documents would be under the safeguard of the company until the bond period is over.
c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.
d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document,

during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Thanuja N

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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**.

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Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

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Operations Executive G3		
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Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
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Operations Executive G1		
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Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

ENG16CS21, 46, 52, 64

----- Forwarded message -----
From: Varun.Hariharan@cognizant.com <varun.hariharan@cognizant.com>
To: "dsi_placement@yahoo.com" <dsi_placement@yahoo.com>
Cc: "ramkumar.cnageswaran@cognizant.com" <ramkumar.cnageswaran@cognizant.com>
Sent: Thursday, 12 December, 2019, 02:00:54 pm IST
Subject: Registration - Salesforce Selects

Dear Prof. Guru Venkatesh,

Greetings from cognizant!

Please find the below login details that the salesforce selected candidates need to fill in. Kindly ensure the students are done with their registration by EOD today.

Selected List:

Aditya	Guggari
Agni	PM
Nagaraj	
Rachepalli Muni	Nimisha
Harshitha	R
Gowri	S Gokaran
Rakesh Patil	MS
Apoorva	Jagannathan
Kirthan	K

ENG16CS00052
ENG16CS00046
ENG16CS00021
ENG16CS00064

URL to login - https://amcatglobal.aspiringminds.com/
Username - cts_bang_reg
Password - cts@bang
Allowed Count: 10

Regards

Varun Hariharan

Human Resources - Talent Acquisition | Cognizant Technology Solutions

Office: (+91-7823916525) | VNET: 502488

Cognizant

ENG16CS21, 46, 52, 64

----- Forwarded message -----
From: Varun.Hariharan@cognizant.com <varun.hariharan@cognizant.com>
To: "dsi_placement@yahoo.com" <dsi_placement@yahoo.com>
Cc: "ramkumar.cnageswaran@cognizant.com" <ramkumar.cnageswaran@cognizant.com>
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Aditya	Guggari
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Nagaraj	
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Harshitha	R
Gowri	S Gokaran
Rakesh Patil	MS
Apoorva	Jagannathan
Kirthan	K

ENG16CS00052
ENG16CS00046
ENG16CS00021
ENG16CS00064

URL to login - https://amcatglobal.aspiringminds.com/
Username - cts_bang_reg
Password - cts@bang
Allowed Count: 10

Regards

Varun Hariharan

Human Resources - Talent Acquisition | Cognizant Technology Solutions

Office: (+91-7823916525) | VNET: 502488

Cognizant

ENG16CS21, 46, 52, 64

----- Forwarded message -----
From: Varun.Hariharan@cognizant.com <varun.hariharan@cognizant.com>
To: "dsi_placement@yahoo.com" <dsi_placement@yahoo.com>
Cc: "ramkumar.cnageswaran@cognizant.com" <ramkumar.cnageswaran@cognizant.com>
Sent: Thursday, 12 December, 2019, 02:00:54 pm IST
Subject: Registration - Salesforce Selects

Dear Prof. Guru Venkatesh,

Greetings from cognizant!

Please find the below login details that the salesforce selected candidates need to fill in. Kindly ensure the students are done with their registration by EOD today.

Selected List:

Aditya	Guggari
Agni	PM
Nagaraj	
Rachepalli Muni	Nimisha
Harshitha	R
Gowri	S Gokaran
Rakesh Patil	MS
Apoorva	Jagannathan
Kirthan	K

ENG16CS00052
ENG16CS00046
ENG16CS00021
ENG16CS00064

URL to login - https://amcatglobal.aspiringminds.com/
Username - cts_bang_reg
Password - cts@bang
Allowed Count: 10

Regards

Varun Hariharan

Human Resources - Talent Acquisition | Cognizant Technology Solutions

Office: (+91-7823916525) | VNET: 502488

Cognizant

ENG16CS21, 46, 52, 64

----- Forwarded message -----
From: Varun.Hariharan@cognizant.com <varun.hariharan@cognizant.com>
To: "dsi_placement@yahoo.com" <dsi_placement@yahoo.com>
Cc: "ramkumar.cnageswaran@cognizant.com" <ramkumar.cnageswaran@cognizant.com>
Sent: Thursday, 12 December, 2019, 02:00:54 pm IST
Subject: Registration - Salesforce Selects

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ENG16CS00052
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Allowed Count: 10

Regards

Varun Hariharan

Human Resources - Talent Acquisition | Cognizant Technology Solutions

Office: (+91-7823916525) | VNET: 502488

Cognizant

Reg: Cognizant - Offer Letter Status Update ! Inbox

c2c@cognizant.com 6 May

to

Greetings from Cognizant !

We hope you are safe and doing well. In continuation to the discussion during the recruitment process for Programmer Analyst Trainee profile, we would like to inform you that **your offer letter is in progress and you can expect your offer letter within 2-3 weeks from now.**

For any further queries, please feel free to reach us by raising your query as mentioned below:

1. Open https://campus2cognizant.cognizant.com/Pages/PreLogin page in latest chrome or IE Browser.
2. In the home page, under login section choose "Unable to Login" Option. A Query submission pop up box will open.
3. In the space for candidate id you can mention your college roll number, enter your name, email id, brief about your query and click Submit.
4. We will review your query and respond back with 3-4 working days to the mentioned mail id.
5. Kindly refrain from raising repeated queries to assist you better.
6. Please note, there is no other mailbox that is being monitored for candidate queries, hence kindly refrain from mailing any other mail box.

Thanks

Cognizant

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Scanned by CamScanner

Cognizant

17-Dec-2019

Dear Navya M,
B.E / B.Tech, Computer Science & Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695031

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.401,986/-.** This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** 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.455,880/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs. 24,880/-** 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Navya M **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		**355,500**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**378,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		**401,986**

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* **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 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

17-Dec-2019

Dear PRATYUSH PRANJAL,
B.E / B.Tech, Computer Science & Engineering
Dayanada Sagar University

Candidate ID – 13694051

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Annexure A

Name: PRATYUSH PRANJAL Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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 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

Cognizant Academy

Welcome to the Cognizant Internship **2020 Program**

Dear Rajsekhar,

A warm welcome to Cognizant.

The Cognizant Continuous Self Development (CSD) 2020 program acts as a perfect career Launchpad, and is a terrific way to learn business skills, build your network - all before you graduate from college!.

You will be part of our "Continuous Self Development" program kick starting from Next Week.

What does the Cognizant CSD Internship Program hold for you?

GET A HEADSTART AMONGST YOUR PEERS

Get skilled in technologies across practice areas and industry groups even before

you join the company

LEARN TOP IN-FOCUS SKILLS

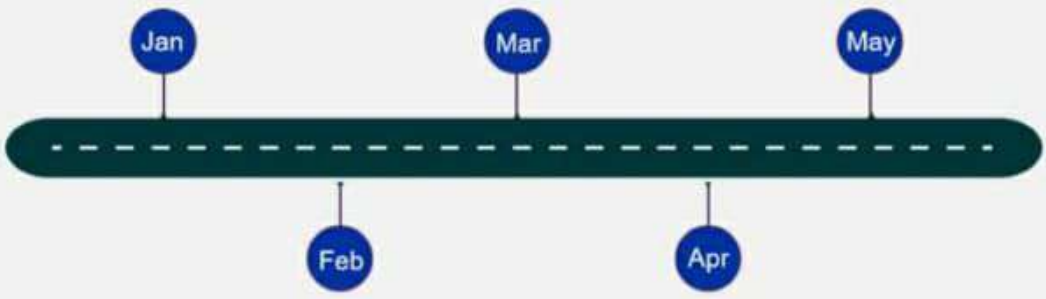
Learn and prove your technical capability and get an opportunity to work in cutting edge technologies

GET REWARDED FOR

LEARNING & PERFORMING WELL

Become an early learner get rewarded with **Skill Bonus**. The high performers will be identified through an Integrated Assessment at the time of FTE joining

Continuous Self Development Journey



17-Dec-2019

Dear Shivamkumar Jayeshkumar Trivedi,
B.E / B.Tech, Computer Science & Engineering
Dayanada Sagar University

Candidate ID – 1369625

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Annexure A

Name: Shivamkumar Jayeshkumar Trivedi Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
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	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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
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- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

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Login to https:\\onecognizant.cognizant.com->Total Rewards App for more details

Cognizant

Cognizant Technology Solutions India Private Limited
Manyata Embassy Business Park,
Mahogany (F2) Building, Hebbal Outer Ring Road,
Rachenahalli, Bangalore - 560045, Karnataka, India.
CIN - U72300TN1994PTC026590
Tel: 1-800-208-6999
Fax: +91-80-30026464
Email: cognizantindia@cognizant.com
Website: www.cognizant.com

14th Jan 2020

Ref No: 13694998

VARSHA A
Dayanada Sagar College of Engineering

Dear VARSHA A,

Further to the internship selection process, we are pleased to provide you with an opportunity of Internship with us for **18th Jan 2020 to 18th June 2020** during which you will be offered a stipend Amount of **INR 12,000/-** per month.

Please also note that:

- Holidays will be as per the calendar of the Cognizant's location of internship. You are not eligible and cannot avail of any Leave during your internship period.
- Internship duration may be shortened, based on the business demand and your performance. Internship performance would be reviewed periodically for continuation of your service.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs

As part of your internship, you may be required, to travel to other locations within India. Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.,

S. Bethavandu

Suresh Bethavandu
Global Head – Talent Acquisition

I accept the terms and conditions of the offer as mentioned above.

Signature: Varsha

Date: 01/18/2020

Scanned with CamScanner

Cognizant

17-Dec-2019

Dear ISH DUBEY,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694051

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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•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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: ISH DUBEY Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
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	Gratuity		5,986
	Annual Total Remuneration		401,986

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- 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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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 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

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Date: April 15, 2020

To,
Varsha R
No 46, 25th Cross 6th Block,
Jayanagar, Banashankari,
Bangalore South, Bengaluru,
Karnataka- 560070

Dear Varsha R,

SUB: Offer letter for the position of "Engineering Trainee"

Welcome to CommScope!
We are pleased to offer you a **Engineering Trainee** position, job grade **MT**, in the **Engineering** department with CommScope Networks India Pvt Ltd **("Company")**, based at our facility Bangalore, India. You have to start in this position on **August 3, 2020**

The Terms and Conditions of your appointment is as follows:

STIPEND

a) You would be paid a gross Rs**. 800,004/-** p.a. (**Rupees Eight Lakhs Four Only) per annum.** This amount includes Company contribution to your provident fund. Please refer Annexure II for your stipend break-up.

b) You shall bear your own taxation which shall be deducted from your stipend. You shall have no claim against the Company except for the payment stated above.

c) The above mentioned amount is arrived at on a notional basis which will be adjusted / merged into the Company's compensation structure at the time of your absorption into permanent roll.

TRAINING PERIOD

a) You will be in training for a period of **ONE year** from your date of joining. The training programme is extensive and comprehensive. It includes off-site as well as on-site training.

b) Though it is not obligatory and/or mandatory on the part of the Company to offer any employment to you upon completion of the training period, you may be considered for any suitable opening that may arise / exists at that point in time, subject to your meeting the requisite selection criteria.

c) There will be no extension of the training period beyond 12 months from your date of joining under any circumstances.

Manager, HR

Signature of Employee

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DUTIES & RESPONSIBILITIES

a) You will have to carry out your duties as per your job description.

b) Your duties will be those determined by the Company, and you will devote the whole of your time, attention and ability to the requirements of the Company during the normal work hours.

c) You will undertake to carry out your duties diligently and faithfully and to the best of your ability and skill. You will also show proper respect to your superiors. You shall abide by the instructions and orders of your superiors and submit true and timely information and / or explanation whenever required in respect of all matters entrusted to you by the Company.

d) In addition to the assignments given to you, you will also have to carry out any other job assigned to you depending upon the exigencies of work.

e) You shall endeavor to serve and promote the Company's interests and earn management confidence by projecting a sense of responsibility in all assignments, maturity in your relationships and a high level of commitment to the organisation.

f) In the course of your work with the company, you shall abide and be governed by the Company rules, regulations, etc. that may be in force from time to time and also those which may thereafter be framed from time to time and also shall conduct yourself in a manner befitting your position and company's regulations.

g) You shall abide by the assignments that will be given to you. During your training period with us, your behavior should be exemplary, reflecting positive willingness for learning, handwork, punctuality and reliability in attendance and other attributes.

h) You will act within the organisation structure, policies and exercise discretion as maybe instructed by the management from time to time.

i) You are expected to act in a responsible and professional manner when you use the internet, email and other company facilities. You shall not attempt to disrupt, degrade or interface with the normal operation of any technology, service, information or facility. Failure to adhere to the Company's email and internet policy will result in termination of training period without any notice or salary in lieu of notice.

Manager, HR

Signature of Employee

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GENERAL TERMS & CONDITIONS

A. Leaves

a) During the training period you will be entitled to 15 days Consolidated Leaves on pro-rata basis.

b) Prior approval has to be taken from your supervisor before availing any leave.

B. Notice Period

The notice period for termination of the training is *ONE Month notice* in writing on either side. However, this condition may also be satisfied, by the Company or by the trainee paying compensation, i.e. gross stipend, to the other in lieu of the notice period.

C. Timings

a) You will strictly abide by the working hours/schedule that will be informed to you by the management. Your duty/responsibilities may require you to work in shifts.

b) Company reserves the right to call upon you as per the exigencies of work on various skills during and /or beyond the normal office timings.

D. Medical Fitness

Your appointment and its continuance is subject to your being found and remaining (physically and mentally) fit. You shall appear before the Company nominated medical officer for the purpose of medical examination. You shall submit to such medical examination as required and failing to do so would be considered a gross misconduct.

E. Correctness of Documents

Your appointment will be subject to you submitting the required documents from the attached annexure I. The documents submitted by you at the time of joining shall not be altered for whatever reasons.

F. Information Protection

You shall not disclose, divulge or communicate in any manner directly or indirectly any confidential information of the Company, trade secrets, research processes, administrative and / or organization matters or know-how to any person, firm or corporation. Any leakage of information shall be treated as grave misconduct liable to be terminated from training forthwith.

Manager, HR

Signature of Employee

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G. Termination of Training

a) Your performance will be reviewed periodically during your training and if the same is found to be below expected levels, your training will be terminated without any notice. In case of such termination, no compensation for deficiency of notice period will be paid by the company.

b) Company reserves the right to terminate your appointment forthwith, at any time, without notice or compensation in lieu thereof; if:

   i) You are found guilty of breach of any of the conditions of training, inclusive of gross insubordination, insolence, neglect of duty and dishonesty.

   ii) Loss of confidence by the management shall be considered a valid ground to terminate your training without assigning any reason.

   iii) During the course of your training period, it is found that the data given by you in your Application Form is incorrect.

   iv) During the course of your training period, you are found to be keeping indifferent health constantly.

c) Your absence from work and/or not reporting for 10 consecutive days without obtaining prior permission shall entitle the management to treat the absence as abandonment resulting in termination of training.

H. Transferability

You can be transferred for work to any section / department / unit in any part of India or overseas, as it may consider necessary at its discretion from time to time and on account of exigencies of work.

OTHER TERMS & CONDITIONS

a) You will make your own arrangements to report to work.

b) When going out of workplace on duty, you shall be granted Travel Allowance as per rules of the Company as are in force from time to time.

c) After joining the Company, you will be required to follow the relevant Company policies, rules and regulations contained in the Company's Employee Handbook/share point.

d) You will communicate to us your mailing address for correspondence and any change therein in writing. Any communication sent to you at the address last communicated to us shall be deemed to be duly served on you.

e) You should be presentable at all times. You will comply to the proper standards of appearance and be in uniform while on duty. You will also be required to maintain proper hygiene standards.

Manager, HR

Signature of Employee

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f) You will not seek election to any legislature or local body without the previous specific permission of the management in writing.

g) The Company shall be at the liberty to introduce change/ or alter any rules and conditions as maybe considered expedient in effecting improvement of the Company.

h) You are not permitted to undertake any other assignment or work, whether remunerative or otherwise, from any other employer nor are you permitted to be associated, whether remunerative or otherwise, directly or indirectly, with any outside agency/individual, providing service to the company and/or it's customers.

i) You are required at all time to comply with the Company's Policies and Procedures, and Code of
Ethics and Business Conduct, and other rules and instructions applicable from time to time.

We hope you are able to accept this offer and become part of our exciting and challenging future in India. Should you agree to accept the offer on the above terms and conditions, you may sign the agreement as token of your acceptance and return to us the duplicate duly signed on all pages.

Yours sincerely,
For Commscope Networks India Pvt Ltd

Shrinivas Rao Turupati
Manager, HR

I understand the terms and conditions of this contract and agree to comply with them. I agree to maintain confidentiality of CommScope processes, designs and Company information. I further declare that I have made myself thoroughly acquainted with the rules with which I undertake to strictly abide.

I expressly agree that failure to adhere to any of the Company's policies will result in termination of training period without any notice or salary in lieu of notice.

Name: **Varsha R**

Date of Joining : _____ Signature

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EMPLOYEE CONFIDENTIALITY, INVENTION ASSIGNMENT AND NON-SOLICITATION AGREEMENT

This Employee Confidentiality, Invention Assignment and Non-Solicitation Agreement ("Agreement") by and between **Varsha R** (the "Employee") and Commscope Networks India Pvt. Ltd (hereinafter referred to as the "**Company**", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its subsidiaries, parents, successors and assigns), is entered into this on the **August 3, 2020.**

WHEREAS, Employee desires to work for and the Company desires to hire the Employee.

WHEREAS, Employee may, during the course of his or her employment with the Company, be given access to Confidential Information (as defined below); and

WHEREAS, it would be improper and inequitable for Employee to use Confidential Information for any purpose other than to benefit the Company or to disclose such Confidential Information to anyone outside of the Company, either during or subsequent to his or her employment with the Company, without the Company's approval; and

WHEREAS, Employee may alone or with others develop ideas, creations, inventions (patentable or not), improvements, discoveries, processes, products, devices or designs and works of authorship, whether copyrightable or not, including software and writings (hereinafter collectively referred to as "Inventions") during his or her employment and arising from or related to his or her employment; and

WHEREAS, both Employee and the Company agree that such Inventions are the sole property of the Company; and

WHEREAS, the Company has already invested and will continue to invest substantial time and money in developing the resources and environment for Employee to perform his or her job on behalf of the Company and has developed a base of customers or potential customers that Employee may be exposed to or introduced to by the Company solely for the benefit of the Company and the development, promotion and sale of the Company's products and services; and

WHEREAS, both Employee and the Company agree that Employee's use of Confidential Information is only for the benefit of the Company and that the Company's willingness to spend the time and money to train Employee, to expose Employee to its business and to its Confidential Information and to introduce Employee to its customers or potential customers is based on the assurances provided herein that Employee will refrain from soliciting either the employees or customers of the Company for a reasonable period of time at the end of his or her employment relationship with the Company.

NOW, THEREFORE, both Employee and the Company mutually agree as follows:

1. Confidentiality. As part of Employee's employment, the Employee may be provided, become aware of or develop information that is proprietary and/or confidential, including, but not limited to: customer and potential customer information; sales, marketing and business plans; research and

techniques; bid information; information on customer and potential customer buying habits and preferences; pricing, profit and cost information; customer and potential customer specifications; supplier information; Inventions (as defined above); and information about product design, research, development and capabilities. Some of this information is highly secret, is not generally known outside of the Company, is valuable because of its secrecy and constitutes trade secrets under applicable law. The types of information identified in this paragraph belong to the Company and are referred to in this Agreement as "Confidential Information." Confidential Information may take the form of documents, be stored or transmitted electronically or exist in spoken words only.

a. Both during Employee's employment relationship with the Company and thereafter, Employee will hold in strictest confidence and will not use or disclose to anyone any Confidential Information, including any such Confidential Information developed by Employee, except as such disclosure or use may reasonably be required in connection with Employee's work for the Company, or to a Company Officer, or to a third party if approved in writing prior to such use or disclosure by an authorized Officer of the Company.

b. Employee agrees to return to the Company at the end of his or her employment relationship with the Company, all Company property in his or her possession, custody or control, including, but not limited to, all Confidential Information that exists in tangible or electronic form. Employee also agrees that upon the end of his or her employment relationship with the Company or in anticipation of or subsequent to such separation, he or she will not delete, move offsite or destroy any Company property, regardless of form without the express consent of the Company.

c. Employee shall return any Company-provided computer to the Company without deleting any information or programs thereon, otherwise disabling any operating system or corrupting or otherwise affecting the operation of, or the Company's ability to retrieve information from, the computer.

d. Upon request by the Company, Employee shall promptly provide to, and hereby agrees to allow the Company to inspect, his or her personal computer(s), hard drive(s) and/or other electronic storage medium or equipment upon which he or she has stored or transmitted Confidential Information in order to confirm that all Confidential Information has been removed or electronically destroyed. In the event that all of the Confidential Information has not been destroyed, Employee agrees that the Company is authorized to erase, destroy or remove such Confidential Information, or retain possession of the personal computer(s), electronic storage medium or equipment (other than the Employee's personal files and programs) and provide Employee with a substitutes of substantially the same value, without further payment or authorization and regardless of where the computer(s), electronic storage medium or equipment is located.

e. Employee agrees that he or she will not use or disclose to Company, its employees, agent or subcontractors any trade secret or confidential information of any third party, including any former employer, during his or her employment with the Company that he or she does not have the legal right to disclose. In case of doubt with respect to his or her obligations towards a prior employer, Employee shall consult with the

Company. Employee undertakes to disclose any such prior obligations; the Employee may have towards prior employer to the Company.

f. The obligations set forth in this Paragraph shall be without time or geographic limitation and shall survive and be enforceable after Employee's employment relationship with the Company ends so long as the information in question continues to be Confidential Information. Confidential Information will no longer be considered confidential after a date on which the Employee can substantiate, as established by independent documentary proof, that the subject information: (a) has become publicly known through no wrongful act of the Employee, or (b) is approved for release or disclosure by prior written authorization of an authorized Officer of the Company. In the alternative, and only in the event a court of competent jurisdiction determines that this provision must contain a time limitation in order to be enforceable, the applicable time limitation shall be four (4) years from the Employee's last day of employment with the Company.

2. Inventions. Employee agrees to grant, and hereby does grant and assign to the Company, in perpetuity and for the whole of the world, all rights and title to all Inventions (including, but not limited to all rights and title to any patent, patent application, copyright or copyright application related thereto) made or conceived by Employee during his or her employment with the Company, and during the twelve-month period thereafter to the extent they relate to research and development carried on by the Company during Employee's employment. All such Inventions, including Inventions conceived after the execution date of this Agreement, are hereby assigned to the Company in perpetuity and for the whole of the world, and are the sole and exclusive property of the Company. Employee agrees that, notwithstanding the provisions of any law for the time being in force, including Indian Copyright Act, 1957, the assignment hereinabove shall not lapse in any circumstances, including on the failure of the Company to exercise the rights under the assignment for any period whatsoever. This provision does not apply to any inventions made by Employee for which no Confidential Information or equipment, supplies, facility or other information of the Company was used and which was developed entirely on Employee's own time unless: (i) the Invention relates to the business of the Company or to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention results from or relates to any work performed by Employee for the Company.

a. Employee will promptly identify in writing to the Company all Inventions, whether or not patentable or copyrightable, made or conceived by Employee, either alone or with others, during his or her employment with the Company, and during the twelve-month period thereafter.

b. Employee will maintain complete records of all his or her creative or inventive activities and will deliver such records, including, but not limited to, manuals, drawings, software, notes, notebooks, photographs, emails and other documents, and all copies thereof, to the Company at the end of his or her employment relationship with the Company or as requested by the Company.

c. Employee will assist the Company in every reasonable way (at the Company's expense) without further consideration or payment to Employee, both during Employee' employment and thereafter, to obtain and enforce the Company's rights to the Inventions in the United States and in any other country. Employee will, at the Company's request,

both during Employee's employment and thereafter, execute all assignments of rights and other documents appropriate or necessary to ensure and perfect the Company's rights in such Inventions and to obtain patents, copyrights and any other form of legal protection.

d. Employee warrants that the attached Exhibit A is a complete description of all Inventions excluded from this Agreement that Employee made prior to his or her employment by the Company.

3. Non-Solicitation. Employee agrees that during his or her employment by the Company and for a period of one (1) year subsequent to the end of his or her employment relationship with the Company, regardless of reason for termination or separation or who initiates the ending of such employment relationship, Employee will not, without the prior written consent of the Company, either directly or indirectly:

a. contact, solicit, divert, attempt to solicit, attempt to contact or attempt to divert business from any Customer for or on behalf of a Competitor (as defined below);

b. solicit, divert, attempt to solicit or attempt to divert the employment of any other individual who is or has been an employee of the Company at any time within a period of twelve (12) months prior to the date of the end of his or her employment relationship with the Company;

c. For the purposes of this Paragraph 3, "Competitor" shall mean any person, business or other entity that: (i) provides services or products that do or can compete with or displace any service or products sold or being developed for sale by the Company during Employee's employment with the Company; or (ii) engages in any other business activities so similar in nature or purpose to those of the Company that they may or do displace business opportunities or customers of the Company; and

d. For the purposes of this Paragraph 3, "Customer" shall be limited to any customer of the Company that Employee personally solicited, serviced, had management responsibilities for, or had substantive contact with on behalf of the Company during the last twelve (12) months of his or her employment with the Company.

e. Employee warrants that he or she is under no obligation to any former employer or third party that is in any way inconsistent with this Agreement or that imposes any restrictions on any work activities with the Company, except as described in the attached Exhibit B.

4. General

a. Employee has read this Agreement and understands the obligations and restrictions it contains.

b. Employee is being given employment in consideration for accepting and binding himself or herself to this Agreement. Employee's acceptance of this Agreement is crucial to the Company, and the Company would not employ Employee or expose Employee to Confidential Information if he or she did not sign this Agreement.

c. In the event of a breach or a threatened breach of this Agreement by Employee, Employee acknowledges that the Company will suffer irreparable injury and monetary damages alone would not be sufficient or adequate to protect the Company's interests under this Agreement and that the Company shall be entitled, in addition to any other remedies otherwise available at law or in equity, to temporary restraining orders, preliminary injunctions and/or final injunctions enjoining such breach or threatened breach. In the event the Company shall successfully enforce any part of this Agreement through legal proceedings, Employee agrees to pay the Company all costs and attorneys' fees reasonably incurred by the Company in connection therewith.

d. The covenants in this Agreement shall be construed as covenants independent of one another and as obligations distinct from any other contract between Employee and the Company. Any claim that Employee may have against the Company shall not constitute a defence to enforcement by the Company of this Agreement. The parties to this Agreement expressly acknowledge that the provisions, or portions thereof, of this Agreement shall be deemed severable and the invalidity of or unenforceability of any provision, or portion thereof, shall not affect the validity or enforceability of the other provisions hereof. If any provision, or portion thereof, of this Agreement is found unenforceable for any reason, it is the express intent of the parties that such provision, or portion thereof, shall be appropriately limited and given effect to the greatest extent that it may be enforceable in the discretion of the court or, in the alternative, such provision shall be severed in its entirety, if a court of competent jurisdiction determines a lesser limitation than what is stated is not appropriate.

e. .Except as set forth in paragraph 4D, no provision of this Agreement may be modified, waived or discharged by the parties unless such modification, waiver or discharge is agreed to in writing, and signed by Employee and by an authorized representative of the Company or by the respective parties' legal representatives and/or successors.

f. Employee acknowledges that his or her obligations under this Agreement are in addition to any and all obligations concerning the same subject matter arising under applicable law including, without limitation, common law relating to fiduciary duties and common law and statutory law relating to trade secrets.

g. Neither this Agreement nor any benefits hereunder are assignable by Employee, but the terms and provisions hereof are assignable by the Company without Employee's consent.

h. The substantive laws of India shall govern this Agreement.

i. Employee consents to the exclusive jurisdiction of courts in Goa to hear and resolve disputes arising under this Agreement.

j. This Agreement is not a contract of employment for any duration and nothing herein changes or affects in any way Employee's relationship with the Company.

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k. This Agreement constitutes the entire agreement between the Company and Employee with respect to the subject matter herein and no course of dealing or usage of trade shall be invoked to modify the terms and conditions of this Agreement. The terms and conditions contained in this Agreement supersede all prior oral or written understandings between the parties. There are no understandings or representations, express or implied, not expressly set forth in this Agreement.

Manager, HR

Varsha R

Employee's Signature	**Employee's Name (Print)**	**ID/Passport**

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ANNEXURE I

Kindly submit the below mentioned documents to the Human Resources Department

Documents	Remarks
Academic Certificates -	
S.S.C	
H.S.S.C.	
GRADUATION	
POST GRADUATION	
OTHERS	
Professional Certificates (if any)	
2 Passport size photographs	
Copy of Passport/ Electricity Bill	
Copy of Aadhar card	
Copy of PAN Card	
Copy of Driving Licence (If any)	
Application Form	Will be given by Co.
BGV Form	Will be given by Co.
PF Nomination Form - Form 2	Will be given by Co.
Gratuity Form - Form F	Will be given by Co.
Group Medical Insurance Form	Will be given by Co.
Medical Test details	Will be given by Co.
Code of Conduct, Data Protection and I.T Policy	Will be given by Co.

Name Of Candidate

Signature of Candidate

Date

COMMSCOPE NETWORKS INDIA PVT. LTD.,
(Formerly Airvana Networks India Pvt. Ltd.)
1st Floor, B Wing, Block A, Salarpuria Softzone, Bellandur Village, Varthur Hobli, (Outer Ring Road)
Bangalore – 560103, INDIA Tel.: +91 80 66189300, Web: www.commscope.com
CIN: U72200KA2004FTC034129

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Annexure II
Varsha R

	Amount (in Rs)	Comments
Basic Salary	30000	Monthly emoluments
FLEXIBLE BENEFITS		
House Rent Allowance	12000	
Children Education Allowance	0	
Professional Compensation Allowance	21067	
Company contribution to PF	3600	
Monthly CTC (a)	**66667**	
Annual CTC per annum (a x 12)	**800004**	
Other Benefits *		
Gratuity	17316	As per the Payment of Gratuity Act
Sub Total (b)	17316	
Approx. Total Compensation & Benefits per annum (a x 12) + b	**817320**	

Note:
*Other Benefits would also include premiums for personal accident, term life and group health insurance.
*Benefits (except Gratuity) are based on Company policy which are subject to change from time to time

Manager, HR

Signature of Employee

Date

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OFFER LETTER

25/08/2022
Nilank Udupi

Your employment with 122 Technologies Private Limited

This Offer Letter reflects an offer of employment as a member of the professional staff (the "Company"). The details of this offer and the terms of your proposed employment are contained in this Offer Letter.

1. COMMENCEMENT OF EMPLOYMENT

Your employment will be effective on a date mutually agreed upon following your acceptance of this Offer Letter. As of the date of this Offer Letter, the Company is proposing a hire effective date of **02/11/2022**. Your employment is contingent on the results of a background check which may include criminal records check and reference checks, and may include a review of education, work and medical history. If the results of your background check reveal information that is inconsistent with our standards, this offer may be rescinded or your employment with the Company may be subject to immediate termination under Section 10 of this Offer Letter.

2. JOB TITLE

Your job title will be **Product Manager**.

3. COMPENSATION PACKAGE

The cost to the Company will be **INR 7,20,000 PA** for the first three months. Subject to successful completion of your three months probation period, there would be a salary revision based on your performance. This includes monthly salary, retention bonus and facilities costs that the Company incurs on your behalf. The details of your annual compensation package including base salary, taxable and non-taxable allowances, certain benefits, perquisites, reimbursements and other statutory payments (the "Compensation Package") are set forth in the "Compensation Details" section in this Offer Letter. Facilities cost cannot be exchanged/claimed for any reasons that might include: alternatives to what the Company provides, lack of use, frequency of use.

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4. **TAXATION**

The Compensation Package will be subject to all required deductions, including, without limitation, deductions for tax normally to be withheld by an employer under Indian tax law. You shall be responsible for filing your personal returns and compliance with other requirements under Indian tax law.

5. **HOURS OF WORK**

You will be required to work, for such hours as are necessary to suit the Company's requirements, in a variety of locations and for the proper discharge of your duties. You are expected to work not less than 40 hours each week, and if necessary, additional days and hours, possibly including public holidays, as might be required for performing your duties competently and to meet the Company's requirements. As an employee in the full-time employment of the Company, you will be obligated to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself or devote your time or attention to any employment, business, or position of monetary interest, other than that of the Company.

6. **PLACE OF WORK**

Your assigned work location is Remote / Delhi-NCR. The Company may, after giving you reasonable notice, transfer or assign your services to any place of business of the Company that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad. The Company may also assign you to any work or assign your services to any associate Company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement.

7. **RULES AND REGULATIONS**

You shall, 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 from time to time. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you from time to time.

DS

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8. **CONFIDENTIALITY**

You must maintain in confidence and will not disclose or use, either during or after the term of your employment, any proprietary or confidential information or know-how belonging to the Company (referred to herein as "Proprietary Information"), whether or not in written form, except to the extent required to perform your duties on behalf of the Company. Such proprietary information includes but not limited to any information obtained by you from the Company which relates to the Company or any third party in engagement with the Company. You hereby acknowledge that any violation of this clause during your employment will subject you to dismissal based on gross misconduct as referred to under Section 9 below. In addition, the terms of this Offer Letter are strictly confidential and should be treated as privileged information between you and the Company.

9. **TERMINATION**

Subject to applicable law, this Offer Letter may be terminated by either you by providing sixty (60) days prior written notice to the Company. The Company can terminate the offer letter by providing a two months prior notice. By acceptance of this Offer Letter, you hereby waive and disclaim any express or implied covenants to the contrary and you agree that you have not relied on any statements or representations, whether oral or in writing, by any officers, employees or agents of Company concerning a proposed duration or term of employment, grounds and procedures for discharge or termination of employment or any other terms and conditions of employment except those specifically stated in this Offer Letter. Your employment may be terminated by the Company without notice or payment in lieu of notice if the results of your background check reveal information that is inconsistent with the Company's standards if it has reasonable grounds to believe that you are guilty of misconduct or negligence or you have committed any breach of this Offer Letter. Termination of your employment under this paragraph would be without prejudice to:

A. The Company's right to claim the actual damages it has suffered through this breach; and
B. Any other relief to which the Company may be entitled under contract, law or equity. Misconduct will include without limitation:
    a. Absence from service without prior notice in writing or without sufficient cause for seven days or more;
    b. Going on or abetting a strike in contravention of any law;
    c. Causing damage to the property of the Company;
    d. Disclosure of any information that the Company may consider confidential or breach of the Non-disclosure agreement; or

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e. Violation of any Company policy. If your employment with the Company ceases for any reason, the provisions of this Offer Letter shall not have any further effect. On termination of your employment, the Company shall not have any further liability to you other than for remuneration, allowances and perquisites that have accrued prior to the employment termination effective date. Immediately upon any termination of your employment, you will return to the Company all property of the Company previously provided to you by the Company, or otherwise in your custody, possession or control. Notwithstanding any provision of this Offer Letter to the contrary, no termination of your employment for any reason whatsoever shall in any manner operate to terminate, limit or otherwise affect the Company's ownership of any of the rights, properties privileges granted to the Company under this Offer Letter. Upon termination of employment for any reason, the Employee hereby consents to notification by the Company to any subsequent employer about rights and obligations under this agreement survive termination of this Agreement.

10. **Retention**

Company holds the right to terminate the contract with a notice period of one week, if the quality and performance of the employee is not upto the mark or as shown earlier in the selection stages by the employee. This clause will apply only in the first two months of employment after which section 9 will apply.

11. **DATA PRIVACY PROVISIONS**

By accepting this Offer Letter, you consent to: a) the procurement, maintenance and processing of sensitive personal data about you or relating to you by the Company; and b) the transfer worldwide of personal data about you by the Company to other employees and offices of the Company's and its affiliates worldwide and to third parties where disclosure to such third parties is required in the normal course of business or by law. The reference to information "relating to you" or "about you" include references to information about third parties such as the spouse and children (if any) of you which you provide to the Company on their behalf. The reference to "sensitive personal data" is to the various categories of personal data identified by applicable data privacy laws as requiring special treatment, including in some circumstances the need to obtain explicit consent. These categories include personal data about racial or ethnic origin, political opinions, religious or other similar beliefs, trade union membership, physical or mental health or criminal record. You will treat any personal data to which you have access in the course of employment in accordance with Company policies and procedures. In particular, you will not use any such data other than in connection with and to the extent necessary for the purposes of your employment with the Company.

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12. **OBLIGATIONS OF EMPLOYEE**

12.1 You will abide by all Company's rules, regulations, policies and procedures framed by the Company from time to time and applicable to your position, which rules, regulations, policies and procedures shall be deemed to be a part of this employment agreement as if they are specifically incorporated in this employment agreement, Such rules, regulations may include without limitation matters of attendance, conduct, behavior, discipline, working hours, leave, holidays and other applicable benefits. You will take steps to be aware of the Company's rules, regulations, policies and procedures and ignorance of any of them shall not excuse any contravention of the terms of this employment agreement.

12.1. **Conflict of Interest:** During the period of your employment with the Company, you will exclusively serve the Company. You will not engage or become interested, directly or indirectly, without the prior written consent of the Company in that behalf, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Company and/or your duties and obligations hereunder; and Shall perform your duties and responsibilities with diligence and devotion and shall direct your best efforts to promote the interests of the Company and its operations and all the activities to the extent permitted by law.

12.2. **Non-solicit** : During the term of your employment with the Company and thereafter for 6(six) months, you shall not (a) solicit for a competitor of the Company or attempt to gain the business of the Company for a competitor of the Company, or for yourself or any other purpose or reason, any customer or partner of the Company that you solicited or served or about which you learned confidential information during your employment with the Company, or (b) solicit or encourage, or cause others to solicit or encourage, any employees or consultants, or collaborators of the Company to terminate their employment or engagement with the Company.

12.3 **Non-Compete**: During the period of your employment and for a further period of at least 6(Six) months thereafter, you shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with your obligations to the Company.

12.4 **Works made for Hire**: You acknowledge and agree that the Company shall be the sole owner of all copyrights, trademarks, patents, patent rights, trade secret rights, and all other intellectual property or other rights that may be in connection with or which may have arisen during course of your employment and that which may be relevant to the subject matter of your employment by the Company. You further acknowledge and agree that any algorithms, designs, know-how, processes, techniques, computer and

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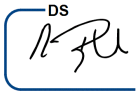
software programs, programming documentation, and other works of authorship, are "works made for hire" for purposes of the rights, title and interest that you may have with regard to such work. To the extent that your waiver is deemed unenforceable, you grant to the Company the exclusive, perpetual, irrevocable, worldwide and royalty-free right to use, market and modify the work created during the course of your employment without identifying or seeking your prior consent.

12.5 **Assignment of Rights**: You acknowledge and agree that all proprietary information and all copyrights, trademarks, patents, patent rights, trade secret rights, and other rights (including without limitation, intellectual property rights) ("IP Rights") anywhere in the world in connection therewith arising from, or created, produced or developed by you, either jointly with others or alone at any time in the course of your employment and involvement with the Company, is and shall be the sole and exclusive property of the Company. You shall irrevocably and unconditionally assign to the Company, and waive in favour of the Company any and all rights, title and interest you may have or acquire in such proprietary information. It is clarified that; this clause would be deemed to include all IP Rights in relation to the business of the Company created by you prior to the date of this Employment agreement unless you are bound by any other contract entered into prior to signing this agreement.

13. **ACCEPTANCE OF OUR OFFER**

Please confirm your acceptance of this offer by signing and returning the duplicate copy of this Offer Letter for my attention within two (2) business days of the date of this Offer Letter. On behalf of the Company, I sincerely hope you find the terms of this offer to be attractive. My colleagues and I have been greatly impressed by your calibre and special skills and we look forward to receiving your acceptance and to working with you in the development of the Company and seeking ways for you to secure the necessary stimulation and advancement.

Akshit Rungta
COO
122 Technologies Private Limited



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ACCEPTANCE OF EMPLOYEE

I, Nilank R Udupi, have read and understood the above Offer Letter and Compensation Package relating to my services and employment with and the same is acceptable to me.

DocuSigned by:
Nilank R Udupi
5AA3E93893944B1...

Place : Bengaluru Date 8/25/2022

Compensation details:

Basic	INR 30,000 per month
HRA	INR 15,000 per month
Fixed Allowance	INR 15,000 per month
Total CTC	**INR 7,20,000 PA**

Payment of all the above components is subject to applicable tax and statutory deductions.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
Shivani R
Dear Shivani R,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
Shivani R
Dear Shivani R,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Shivani R
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
Anzar Ahmad
Malik
Dear Anzar Ahmad Malik,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
Anzar Ahmad
Malik
Dear Anzar Ahmad Malik,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Anzar Ahmad Malik
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
D Dinesh
kumar
Dear D Dinesh kumar,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
D Dinesh
kumar
Dear D Dinesh kumar,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
D Dinesh kumar
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
Shashank sv
Dear Shashank sv,
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This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
Shashank sv
Dear Shashank sv,
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We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

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You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Shashank sv
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
MOHAMMA
D UMAR
Dear MOHAMMAD UMAR,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
MOHAMMA
D UMAR
Dear MOHAMMAD UMAR,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
MOHAMMAD UMAR
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

Eurofins IT Solutions India Pvt. Ltd.
A CMMI Level 3 Company
No. 540/1, Doddanekkundi Industrial Area 2,
Hoodi, Bangalore – 560 048
Phone: +91 80 6811 1700
Website – www.eurofins.in
Corporate Identity Number : U72200KA2012FTC062653

Letter of Intent (LOI) for Job Offer

Date:10th February 2020

To
RAHUL BHARADWAJ

Subject: Letter of Intent to Hire

Dear RAHUL

The purpose of this letter is to inform you that your candidature has been selected for **the Associate Software Engineer** role, Eurofins IT Solutions India Pvt. Ltd. The actual designation/band will be mentioned in the appointment letter.

We would require you to submit softcopy of following documents for our review –

1. X Class Marksheet/Certificate
2. XII Class Marksheet/Certificate
3. Graduation/Diploma Certificate
4. Aadhar Card
5. Pan Card Copy

Once we have reviewed your documents, we would be glad to provide you with Employment Offer, a confirmation of your employment with us. The employment offer is contingent upon the satisfactory outcome of the pre-employment background and reference check, if any, as may be deemed right by the company).

Please be advised that Company's policy prohibits any misrepresentation of an individual's qualifications, credentials etc. in securing employment at the Company may be grounds for dismissal with immediate effect.

Please sign your acceptance within 3 days from the date of issue of this letter to indicate that you have accepted this LOI from us. We are excited to have you as a part of our team and wish you a long, rewarding and fulfilling career.

Yours faithfully,

For Eurofins IT Solutions India Pvt. Ltd

Bineeta Singh

Digitally signed by Bineeta Singh
Date: 2021.02.15 22:52:32 +05'30'

Bineeta
Human Resource

_____
(Received & accepted)
RAHUL BHARADWAJ

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Thu, Jan 30, 2020 at 2:34 PM
Subject: FIS GLOBAL Selects
To: <ganganayan18@gmail.com>, <ashirwadmitra123@gmail.com>, <amonisha931@gmail.com>, <vpradeep98yadav@gmail.com>, <Rajnishchoubey1996@gmail.com>, <naveenkumarcse97@gmail.com>, <shivaprabhukubakaddi@gmail.com>, <reddytinku55@gmail.com>
Cc: dsi_placement <dsi_placement@yahoo.com>, DSI Placement <placement2@dayanandasagar.edu>, Ramesh Babu <placementdsatm@gmail.com>, Gopal S S <ssgopal@dsu.edu.in>

Dear All

FYI, Kindly go through the following mail.

USN	FULL NAME
1DS16CS069	NAVEEN KUMAR
ENG16CS0118	RAJNISH KUMAR CHOUBEY

Regards

Placement Team
DSI

ENG16CS0118

Hello Sir

Thanking You for the continued support extended for the ADP Event.

Please have a look at the Final Selects :

First Name	Last Name	Email Address	College
1. Naveen	Kumar	naveenkumarcse97@gmail.com	Dayananda Sagar College of Engineering
2. Rajnish	Choubey	Rajnishchoubey1996@gmail.com	Dayananda Sagar College of Engineering

Will keep the students posted w.r.t the further process.

Thanks & Regards

[redacted]

Fountane

Fountane Makerspace Priv
CIN: U72900TG201

Private & Confidential

Date: 27-Feb-

To,
Subham Garai,
Kolkata, India.

OFFER LETTER

Dear Subham,

We are pleased to appoint you as **"Associate Backend Developer (SDE-2)"** at FOUNT MAKERSPACE Private Limited subject to your acceptance of the Terms and Conditic Employment as follows:

APPOINTMENT

The terms governing this appointment will be effective from **10th, April 2023** of acce the offer letter. The duration for determining the period for confirmation of service/ o other policy matter shall be reckoned from the date of your joining duty.

REPORTING AND RESPONSIBILITIES

You will be reporting to **Mr. Amarnath Kemsaram** or whosoever the Company subsequently specify. In your assignment, you will be required to perform the follc duties and responsibilities:

- Develop production-grade software that is modular, reusable, scalable, and highly functional.
- As an individual contributor, you would be responsible for the end-to-end development and deployment of portfolio companies.
- Develop flowcharts, layouts, and documentation to identify requirements and solutions.
- Write well-designed, testable code.
- Produce Specifications and determine operational feasibility.
- Integrate software components into a fully functional software system.
- Develop software verification plans and quality assurance procedures.
- Document and maintain software functionality.
- Troubleshoot, debug and upgrade existing systems.
- Deploy programs and evaluate user feedback
- Comply with project plans and industry standards.

www.foun

[redacted]

Fountane Makerspa

ENG16CS0153

HEXAWARE

Letter of Intent

18 October 2019

Shivam Rungta
Dayanand Sagar University
Bangalore

Dear Shivam Rungta,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Software Engineer Trainee"**.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Mavericks Learning Program at our Hexaware office in Siruseri, Chennai.

During the training period you will be entitled for a stipend of Rs.25000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.5.00 Lac per annum.

You are required to sign a service agreement for a period of 3 years before the start of training programme.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

Hewlett Packard
Enterprise

11 Dec, 2019

Seema Syed

S-09, Sowparnika apartments, Basapura Main road, Electronic City post, Bangalore

Dear Seema**,**

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 23 Jan, 2020 to 31 Jul, 2020 for a period of 6 Months 8 Days under the guidance and supervision of Moinuddin Sheriff A.Y.K**.** Your location would be Electronics City, Bangalore.

1. During the tenure of the project, you will be paid a **stipend of** Rs.18,000 **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

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

Hewlett Packard Enterprise

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 **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.

HPE Employee Letter of Assurance Agreement

U.S. Export Controls on Technology Transfer:

I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

Armenia
Azerbaijan
Belarus
Cambodia
Cuba
Georgia
Iran
Iraq
Kazakhstan
Kyrgyzstan
Laos
Libya
Macao (Macau)
Moldova
Mongolia

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

Hewlett Packard Enterprise

North Korea (DPRK)
People's Republic of China (PRC)
Russia
Sudan (Khartoum)
Syria
Tajikistan
Turkmenistan
Ukraine
Ukraine (Crimea Region)
Uzbekistan
Venezuela
Vietnam

Agreement Regarding Confidential Information and Proprietary Developments
India

Seema Syed

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

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

Hewlett Packard Enterprise

(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).

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

FOR Company	FOR Employee
	Name: _____
Shalini Dutta	Signature: _____
APJ Technology & Services Talent Acquisition Manager	Date: _____

Hewlett Packard Enterprise

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.

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.

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

Hewlett Packard Enterprise

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.

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

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

Hewlett Packard Enterprise

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.

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.

FOR Company

Shalini Dutta
APJ Technology & Services Talent Acquisition Manager

FOR Employee

Name: _____

Signature: _____

Date: _____

ENG16CS0198
ENG16CS0182
ENG16EC0026
ENG16EC0074
ENG16EC0098

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Thu, Jun 25, 2020 at 3:27 PM
Subject: Fwd: Hudl_Bangalore Intership - Shortlisted Candidates
To: Gopal S S <ssgopal@dsu.edu.in>

---------- Forwarded message ---------
From: **Srishti Soni** <srishti.soni@hudl.com>
Date: Sat, Mar 14, 2020 at 2:18 PM
Subject: Hudl_Bangalore Intership - Shortlisted Candidates
To: placement@dayanandasagar.edu <placement@dayanandasagar.edu>, dsi_placement <dsi_placement@yahoo.com>
Cc: Elroy Fernandes <elroy.fernandes@hudl.com>

Greetings from Hudl!

Kindly find the attached list of the shortlisted candidates.

The start date of internship would be 1st June 2020. Please confirm if this date is good enough for all your students.

Once we get the confirmation, we will issue the Internship letters to the candidates.

Thanks and Regards,
Srishti Soni
Team Lead | Sportstec by Hudl
@HudlIndia | +91 9769395255

--
Regards
Nagesh Puranik
Associate Director - Placements
Dayananda Sagar Institutions
Shavige Malleshwara Hills,
Kumara Swamy Layout,
Bangalore - 560078

Mobile : +91 97400 84217
Dir: 080-26663981, 080-42161497
Website: www.dayanandasagar.edu

IBJ

Job Offer Letter

14/08/2019

Dear Name KESAVAN NANJAPPAN

We are delighted to extend this offer of employment for the position of web development/application development engineer/system construction engineer with **IBJ.inc,** *Assign accordingly (considering employee's wishes).

Please take the time to review this summary of terms and conditions for your anticipated employment with us. Kindly note that it also includes a list of necessary documents to be submitted upon your acceptance of this offer.

Ⅰ. EMPLOYMENT CONDITIONS

1. Employment Type: **Full-time employee**
2. Starting Date: **01/9/2020** ※TBD
3. Annual Salary: **JPY 3,000,000 yen**

   Monthly Salary : **JPY 230,000 yen** ※Commuting fee Including

   <Joining social insurance>

   ・Health Insurance ・Welfare Pension ・Employment Insurance
4. Probational Period: 6 months

Ⅱ. WORKING DAYS/HOURS

-Working Hours: 9:45–18:45

-Rest Days and Holidays:

Weekends, national holidays, New Year holiday, summer vacation, paid holidays, company designated holidays

*Annual paid leave : Those working continuously for 6 months or more : 10 days

Ⅲ. DOCUMENTS TO BE SUBMITTED

-Résumé "Attested photo copies",

-Certificate of Graduation

-Official Academic Transcript (Academic Record)

Ⅳ. ADDITIONAL NOTES

-Travel Expense

The company will pay for your travel cost to Japan *One-way air ticket to Japan.

-Initial Living Cost Benefit: **JPY 50,000–150,000 yen**

will be paid after a bank account in Japan is opened, following your arrival.

*The amount varies depending on your Japanese ability.

N5: JPY 50,000 / N4–N3: JPY 100,000 / N2–N1 JPY 150,000

-Japanese language lessons will be offered.
You will study for about **3 months from June to August 2020 in India.**

The prospective employee has to complete all the japanese language study program provided.

The company can cancel this Notice of Employment if the prospective employee`s attendace rate at Japanese class is lower than 75%.

In case the prospective employee declined the job offer after starting Japanese language education, the company can charge him/her the cost of the program.

The employee is required to stay with the company for at least over **2 years** to receive this benefit. Should the employee fail to meet this requirement, the employee must return the whole amount received (JPY 500,000) from this benefit to the company.

Please indicate your agreement with these terms and accept this offer , by signing and dating this agreement on or before **16 /08/2019**. *Please send me the PDF form by e-mail. (recruit@ibjapan.jp)

Shigeru Ishizaka, CEO / 石坂 茂

IBJ, Inc. (Tokyo Stock Exchange, 1st Section (Code: 6071))
Shinjuku First West 12th Floor, 1-23-7 Nishi-Shinjuku, Shinjuku-ku, Tokyo, Japan
Tokyu Capital Tower 13th Floor, 2-10-3 Nagata-cho, Chiyoda-ku, Tokyo、Japan

I accept the offer as outlined above.

Name KESAVAN NANJAPPAN

Date 15/08/2019

HRD/InfosysBPM/1005213620 September 9, 2022

Ms. Divya M
E101, CELEBRITY SIGNATURE
CELEBRITY CLASSIC LAYOUT, E CITY
Bangalore-560100
India

STRICTLY PRIVATE & CONFIDENTIAL

Dear Divya,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Organization"), we are pleased to make you an offer of employment with the Organization on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

a) Role	: Systems Engineer
b) Role designation	: Systems Engineer
c) Job Level	: 3B
d) Date of Joining	: 9-September-2022
e) Location of posting	: BANGALORE, KARNATAKA, India
f) Gross salary per month	: Rs 27084/-

The details of your salary are in Appendix 1

You will devote the whole of your time and attention to the business of the Organization and comply with the rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Organization in all matters and will observe the utmost good faith towards the Organization and keep secret all information, which you may obtain with regard to the business and affairs of the Organization.

Details of CTC:

A. Fixed Components

i) Basic Salary	: Rs. 15,156
ii) Fixed Dearness Allowance	: Rs. 1,100
iii) Basket of Allowances*	: Rs. 3,490

*This basket is to be used towards HRA, LTA, Medical, Children's Education and Conveyance. You may want to split the basket as per your tax plans.

B. Statutory Components

i) Company's contribution to PF	: Rs. 1,951	12% of (Basic + FDA)
ii) Gratuity	: Rs. 782	4.81% of (Basic + FDA)
iii) Bonus	: Rs. 3,251	

C. Variable Pay (at 100% payout)

Variable Pay : Rs. 1,354

Variable Pay is not a guaranteed part of your compensation and will be paid based on individual and Company performance measures as decided by the company.

1. Voice and Shift Allowances

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

i) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

ii) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 2.

All allowances are payable as per the policies of the Organization, which are subject to change from time to time.

2. Joining Bonus

You will be paid a joining bonus of Rs.1000 with your 2nd month's salary.

3. Submission of documents

You are required to submit originals and two photocopies of the following documents on the date of joining the Company. In case of any discrepancy found in the documents/details furnished, the company reserves the right to revoke the offer letter/terminate your employment without any prior notice or notice period.

Sl. No.	Document	Details
1	10th standard marks card*	Mandatory
2	12th Standard marks card*	Mandatory
3	Marks cards for all the years of graduation, degree, diploma certificate*	Mandatory
4	Relieving Letter from all organizations worked*	Mandatory
5	Passport size photographs*	6 (mandatory)
6	Diploma marks cards* and certificate(if applicable)	6 (mandatory)
7	Professional Qualification marks cards* and certificate (if applicable)	Mandatory
8	Post graduate mark cards* and certificate (if applicable)	Mandatory
9	NSR registration number or ITPIN number or web registration number	Mandatory
10	Passport**	Optional
11	Driving License	Optional
12	Passport/Driving License/PAN Card/Voters ID	Mandatory
13	Aadhar Card***	Mandatory

*Failure to produce the document on the date of joining will entail suitable action by the Organization including withdrawal of employment offer & termination of employment. Originals of the above documents that you have submitted will be returned to you post verification. Under situations where the employee works for a client which needs the employee to furnish details on his past employments, the same will need to be provided.

**The Company reserves the right to initiate background verification (BGV) for all employees.
***Certain statutory regulations relating to employment processes (including but not limited to enrolment to Employee's Provident Fund Scheme) mandate the employer to produce Aadhar card details of its employees. For this purpose, all employees are required to produce their Aadhar card details to the Company prior to or at the time of joining the Company.

4. Background Verification

The Company may, in its sole discretion conduct background checks, prior to or after your date of joining the Company, including but not limited to, for the purpose of validating your identity, your suitability to the concerned employment, the address provided by you, the education details provided by you, the details of your prior work experience (if any) and criminal checks. You expressly consent to, the Company conducting such background checks. In this connection, you are required to furnish the documents as mentioned in the section titled as "Submission of Documents" in this Offer Letter and the Company reserves the right to seek further documents in addition to the documents listed in the said section to substantiate the details you have provided to the Company.

If the Company is not satisfied with the outcome of the background checks and/or any concerns are raised in a background check, attributable to, false information or mis-statement or misrepresentations or omission of facts in the details provided by you, 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.

5. National Skills Registry

The Organization has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service & quality and in order to do this, we have maintained a strong focus on compliance. NASSCOM, the premier industry Organization has conceived the "National Skills Registry" that promises more effective information security standards. It aims to register employees working in our industry on a web enabled database and uniquely identify each industry person based on bio-metrics. You are required to complete your web registration with National Skills Registry before you join the Organization. You will also have to produce the proof of registration when you join the organization. Failure to produce the proof of registration as acceptable to the organization on the date of joining may entail in the withdrawal of this Letter of offer and no rights shall arise/ be enforceable by you under this Letter of offer. The cost of your registration with National Skills Registry and the subsequent verification of your database by Nasscom's empaneled background checkers will have to be borne by you. For more information on national skills registry, please visit www.nationalskillsregistry.com.

6. Relocation benefits

As per the Company's policies you will be entitled to relocation benefits at the time of joining the Company. The Company will reimburse the relocation expenses incurred by you on actuals, provided you submit to the Company the receipts/invoices evidencing those expenses. The relocation benefits will be recovered from you, in case you choose to leave your employment within 180 days of your joining the Company.

7. Transfer/Secondment

Please refer to the 1st page of this Letter of Offer for your location of posting. However, you can be transferred/seconded to any of the Company's units/departments or affiliate entities/partners situated anywhere in India or abroad. The terms and conditions relating to transfer/secondment shall be as stated in the relevant documents executed at the time of such secondment/transfer.

8. Probation Period

You will be on probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. The period of probation can be extended for a further period at the sole discretion of the Company.

Please note that as per the Company's policies, all confirmations take place only on the 1st working day of a month. If the date of joining of an employee falls between the 1st and 15th day (both days inclusive) of a month, then the employee would be confirmed effective the 1st day of the 7th month from his/her date of joining subject to fulfillment of all criteria related to confirmation. If the date of joining of an employee falls between the 16th and the last day (both days inclusive) of a month, then the employee would be confirmed on the 1st day of the 8th month subject to fulfillment of all criteria related to confirmation.

During your probationary period, the Company can dispense with your services without ascribing any reasons on giving you 30 calendar days' prior notice or basic and dearness allowance and basket of allowances in lieu of such notice. Similarly, it will be permissible for you to resign from our services subject to a calendar month's prior notice of your intention to do so, however, the Company may, at its discretion, dispense with such notice and ask you to pay basic and dearness allowance and basket of allowances in lieu of notice. It is expressly understood and agreed between us that neither party will have cause for complaint if the other party wishes to take advantage of this right of termination.

If you are considered satisfactory in all aspects, your employment will be confirmed on the expiry of your probationary period.

9. Notice Period

As an employee of the Organization, you will be required to give either (a) 60 calendar days' notice or (b) two month's salary in lieu thereof, in case you decide to leave our services. Please note that acceptance of payment in lieu of notice period and the issue of the relieving order is at the Organization's discretion. Similarly, the Organization can terminate your services by giving 60 calendar days' notice or salary in lieu thereof, at the Organization's sole discretion.

Notwithstanding the above, in the event of your violation of the Code of Conduct and the Disciplinary policy of the Organization, the Organization can terminate your services by giving you up to 60 calendar days' notice or payment of salary in lieu thereof.

Salary for the purposes of this section will be basic and dearness allowance and basket of allowances.

10. Training Period and Process

Upon joining the Organization, you may be required to undergo training programs for a minimum period of four (4) weeks. Upon successful completion of a training program, which includes scoring the minimum stipulated grades or passing the assessment and certification process as mandated for the process and the client, you may be assigned to a process team at Organization's sole discretion. Upon failure to complete a training program, the Organization is free to take suitable action as it deems fit which can include termination of your employment.

11. Organizational Rules

You will familiarize with and adhere to the Organization's Rules and Regulations in force and as modified by the Organization from time to time. You shall execute such agreements/bonds as required by the Organization. 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 requires you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

12. Personal taxation

Your salary and the perquisites are subject to income tax as per Indian Tax Laws and all personal taxation will have to be deducted at source as per the laws applicable from time to time and the Organization does not accept any responsibility for its accuracy.

13. Termination of employment

Your services with the Organization may be terminated by either party upon giving a written notice of 60 calendar days or salary in lieu of such notice.

The Organization may also terminate your services, should you be absent from work or incapacitated from properly performing your duties owing to ill health or accident for a period of 30 days, by giving you 15 days notice in writing of its intention to do so. Further the Organization reserves the right to terminate the service for your failure to pass the Organization training norms on internal training on soft skill and process.

You are liable to be summarily dismissed should you be guilty of breach of this appointment, insobriety, addiction to drugs, dishonesty, disobedience, neglect of duty or any other misconduct under the Organization's service rules which is detrimental to the business or interests of the Organization.

14. Other Terms & Conditions

a) 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 the Organization. The consent may be given subject to any terms and conditions that the Organization may think fit and may be withdrawn at any time at the sole discretion of the Organization.

b) All or any of the privilege and benefits extended can be altered or withdrawn by the Organization at any time.

c) You will be governed by the schemes relating to personal accident, medical insurance and transport facilities in accordance with company regulations, as changed from time to time.

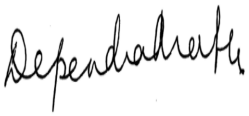
d) You will be governed by the rules and regulations of the organization as applicable to your category of employees, which may change from time to time.

e) Validity of this letter would be 7 days from the offer. The offer will be void if not accepted within 7 days of issuance. Your employment is also contingent upon your starting work with the Infosys BPM as per the joining date mentioned.

In token of your acceptance of this offer, kindly sign and return a copy at the earliest to:

Mr. Dependra Mathur
SVP - Head Human Resource Development - BPM
Infosys BPM Ltd,
Building 48, 4th Floor, Section 1,
Electronic City, Hosur Road,
Bangalore -560100

We welcome you to the Infosys BPM family and wish you a rewarding career over the years to come.
Yours sincerely,



Dependra Mathur
SVP - Head Human Resource Development - BPM

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Please carry this letter with you as you would have to produce the same to the security personnel for entry into the premises of the Company. Also, please carry with you a photo identity card and address proof that you have (Passport, Driving License, Voters ID card etc.) which would have to be produced at the time of joining. Failure to produce the documents as stated in original, this Offer of employment shall deemed to be cancelled and withdrawn and no rights shall arise or enforceable by you under this Letter of Offer.

APPENDIX 1

COMPENSATION DETAILS	
Name	**Ms. Divya M**
Role Designation	**Systems Engineer**
Job Level	**3B**
Date of Joining	**9-September-2022**
Location of Posting	**BANGALORE, KARNATAKA, India**

Fixed Components	**Amount in INR per month**
Basic	15,156
Fixed Dearness Allowance (FDA)	1,100
Basket of Allowances (BOA)*	3,490
Sub Total 1	19,746
Statutory Components	
Company Contribution to Provident Fund	1,951
Gratuity	782
Bonus	3,251
Sub Total 2	5,984
Variable Components	
Variable Pay*	1,354
Sub Total 3	1,354
Gross Salary per month - Sub Total 1+2+3	**27,084**
Total Annual CTC	**325,008**

Over and above the gross salary mentioned above you will be eligible to the following allowances provided you satisfy the conditions as laid down in Clause 1 of this letter

Voice Allowance (paid monthly on allocation to a voice process)	**Rs 2,500**
Shift Allowance (paid monthly if you are working in night shift)	**As applicable**

*Basket of Allowances (BOA) comprises of HRA, LTA, Medical, Children's Education and Conveyance to be split according to an individual's tax plan.

ESI (Employee's State Insurance) may also be applicable to individual employees as per statutory regulations. If ESI is applicable, employee will contribute 1.75% of salary as ESI contribution while the Company will contribute 4.75% of salary as ESI contribution. Salary for the purpose of ESI calculation includes Subtotal 1 and Bonus.

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, 1972 including but not limited to the minimum service periods set forth therein

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, 1972 including but not limited to the minimum service periods set forth therein.

Offered by:	Candidate:	SAP data provided by:	SAP data updated by:
09-09-2022	Date: _____, 20_____	Date: _____, 20_____	Date: _____, 20_____
_____	_____	_____	_____
Sign your name	Sign your name	Sign your name	Sign your name
ROOPA GURAV	Divya M		
_____	_____	_____	_____
Print your name	Print your name	Print your name	Print your name
9046948 HRD			
_____ _____		_____ _____	_____ _____
Emp No. Dept. Name		Emp No. Dept. Name	Emp No. Dept. Name

Signature

APPENDIX 2

Shift Definition			
In Time	Total Hours	Out Time	Shift
Shift 2 - From 2:30 PM to 5:29 PM			
2:30 PM	9:15	11:45 PM	2
3:00 PM	9:15	12:15 AM	2
3:30 PM	9:15	12:45 AM	2
4:00 PM	9:15	1:15 AM	2
4:30 PM	9:15	1:45 AM	2
5:00 PM	9:15	2:15 AM	2
Shift 3 - From 5:30 PM - 2:29 AM			
5:30 PM	9:15	2:45 AM	3
6:00 PM	9:15	3:15 AM	3
6:30 PM	9:15	3:45 AM	3
7:00 PM	9:15	4:15 AM	3
7:30 PM	9:15	4:45 AM	3
8:00 PM	9:15	5:15 AM	3
8:30 PM	9:15	5:45 AM	3
9:00 PM	9:15	6:15 AM	3
9:30 PM	9:15	6:45 AM	3
10:00 PM	9:15	7:15 AM	3
10:30 PM	9:15	7:45 AM	3
11:00 PM	9:15	8:15 AM	3
11:30 PM	9:15	8:45 AM	3
12:00 AM	9:15	9:15 AM	3
12:30 AM	9:15	9:45 AM	3
1:00 AM	9:15	10:15 AM	3
1:30 AM	9:15	10:45 AM	3
2:00 AM	9:15	11:15 AM	3
Shift 4 - From 2:30 AM - 5:30 AM			
2:30 AM	9:15	11:45 AM	4
3:00 AM	9:15	12:15 PM	4
3:30 AM	9:15	12:45 PM	4
4:00 AM	9:15	1:15 PM	4
4:30 AM	9:15	1:45 PM	4
5:00 AM	9:15	2:15 PM	4
5:30 AM	9:15	2:45 PM	4
Shift 1 - After 5:31 AM (anytime swipe after 5:31)			
6:00 AM	9:15	3:15 PM	1
6:29 AM	9:15	3:44 PM	1
Shift 1-After 12:30 PM- 2:30 PM			
12:30 PM	9:15	9:45 PM	1
1:00 PM	9:15	10:15 PM	1
1:30 PM	9:15	10:45 PM	1
2:00 PM	9:15	11:15 PM	1
2:00 PM - 2:29 PM			1
Shift 0-After 6:30 AM (any time after 6:30 AM)			
6:30 AM	9:15	3:45 PM	0
7:00 AM	9:15	4:15 PM	0
7:30 AM	9:15	4:45 PM	0
8:00 AM	9:15	5:15 PM	0
8:30 AM	9:15	5:45 PM	0
9:00 AM	9:15	6:15 PM	0
9:30 AM	9:15	6:45 PM	0
10:00 AM	9:15	7:15 PM	0
10:30 AM	9:15	7:45 PM	0
11:00 AM	9:15	8:15 PM	0
11:30 AM	9:15	8:45 PM	0
12:00 PM	9:15	9:15 PM	0
12:29 PM	9:15	9:44 PM	0

Shift Allowance Payout Scenarios

(Optional: Shift Allowance cycle is from 1st - 30th /31st of the previous month)

Shift 0:

Refer appendix above for timings, this shift is not eligible for any allowance.

Shift 1:

Refer appendix above for timings, this is eligible for an allowance of 600/- per month.

Shift 2:

Refer appendix above for timings, this is eligible for an allowance of 1,500/- per month.

Shift 3:

Refer appendix above for timings, this is eligible for an allowance of 2,000/- per month.

Shift 4:

Refer appendix above for timings, this is eligible for an allowance of 2,300/- per month

APPENDIX 3

ADDENDUM TO EMPLOYMENT LETTER

I, _____ do hereby acknowledge and confirm the following:
(1) I am accepting employment with Infosys BPM Limited ("Infosys BPM"), with the employee number _____ effective from_____ Now, as per the presents below, I agree to the terms herein, and acknowledge that this is a material condition of my employment with Infosys BPM.

(2) I may be required, on behalf of Infosys BPM, to provide services to, or solicit business from, various clients of Infosys BPM (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys BPM for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in an official capacity with that customer in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM;

b. accept any offer of employment from a Named Competitor of Infosys BPM, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM.

For the purposes of this Addendum,"Named Competitor" shall mean the following entities and their wholly owned subsidiaries:

(i) Tech Mahindra Limited
(ii) Genpact Limited
(iii) WNS Limited
(iv) Tata Consultancy Services Limited.
(v) Accenture Limited.
(vi) International Business Machines Corporation.
(vii) Cognizant Technology Solutions
(viii) Wipro Limited.
(ix) HCL Limited.

Place: Employee Signature:

Date: Employee Name:

Employee Number:

Acknowledged by Infosys BPM Limited:

APPENDIX 4

Deductions*

Deduction	Description	Month of Deduction	Approximate Amount
Mysore Accommodation	Accommodation provided in Mysore during the training period will be charged	13th /14th month from joining	Up to Rs. 133/day*
Transport* (based on location)	The transport rates depend on the distance travelled	Monthly	Rs. 400* - Rs. 2,500*

*The amounts mentioned above are indicative and may vary based on location of posting.
**The above amounts are subject to change.
*The first deduction mentioned above will be made in the 13th /14th month from joining. In case you leave the company before that, this amount will be deducted from your Full & Final Settlement.

Strictly Private and Confidential

Date:01-Jan-2020

ABHIJEET SHAH
C8440410

Dear **ABHIJEET SHAH,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

Name: Pallavi S

Address: #43,, 5th Main Road, Near Venkateshwara Temple,,
B Narayanapura,
Bangalore - 560016,
India

Dear Pallavi S ,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 31 March 2021**

On the first day of the employment, please report to:

Company Address: JoulestoWatts Business Solutions Pvt Ltd,
6th floor, vaswani presidio, panathur main road, off outer ring road, kadubeesanahalli,
India

Reporting Time : 9.00 AM

You will be paid a gross annual salary of **Rs. 2,60,000/- (Two Lakhs Sixty Thousand only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

JoulestoWatts Business Solutions Pvt. Ltd
SJR I Park,Tower 4 Ground floor
Opposite to SatyaSai Hospital
EPIP Zone,Whitefield
Bangalore-560066

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

Candidate Signature

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 2,60,000/-** and its composition will be as follows:

Head	Annual	Monthly
Basic Salary	1,30,000.0	10,833.33
House Rent Allowance (HRA)	52,000.0	4,333.33
Stat Bonus	10,829.0	902.42
Medical	9,189.67	765.81
Telephone	12,000.0	1,000.0
Leave Travel Allowance (LTA)	10,833.33	902.78
Gross Earning	2,24,852.0	18,737.67
PF Employer Contribution	21,600.0	1,800.0
PF Employee Contribution	21,600.0	1,800.0
ESIC Employer	7,308.0	609.0
ESIC Employee	3,934.91	327.91
Gratuity	6,240.0	520.0
Net Take Home (Varies depending on Taxes)	1,92,982.18	16,409.76
CTC	2,60,000.0	21,666.67

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

JoulestoWatts Business Solutions Pvt. Ltd
SJR I Park,Tower 4 Ground floor, Opposite to SatyaSai Hospital
EPIP Zone,Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the **Wednesday 31 March 2021** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you inconnection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

REVIEW PERIOD:

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:

If you wish to leave the services of the Company, a clear written notice of 30 days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your serviceswith "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct;
(5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days days, calculated on the basis of the last basic salary.
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

TERMINATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary inlieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

PROBATION:

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

Pallavi S	March 30, 2021
Signature	Date

8/22/2019

Akshay Krishnakumar

Bangalore

Re: Offer Letter

Dear **Akshay Krishnakumar,**

Solutions Infini Technologies (India) Private Limited ("**Kaleyra**" or "**we**" or "**us**" as the case maybe) is pleased to offer you the position of **Software Engineer** ("**Position**") on the terms and conditions broadly set out in this offer letter ("**Offer Letter**").

1. **Definition and Interpretation**. Unless the contrary intention appears, and/or the context otherwise requires, all capitalized terms shall have the meaning specifically ascribed to them. Such meanings shall apply throughout the Offer Letter.

2. **Joining Date**. You will be required to sign and return a copy of this Offer Letter within 5 (five) business days of the offer being made to you by Kaleyra, together with all necessary documentation as provided in Clause 3 below. In the event you do not respond with the signed Offer Letter and necessary documentation within the stipulated time, Kaleyra will have the option to withdraw the offer of employment. As per the terms of this Offer Letter and as agreed upon mutually, you will report on **1st July 2020** ("**Joining Date**") **or earlier**. The joining information and details of the terms and conditions of your employment will be provided to you when you report at the Kaleyra office on your Joining Date.

3. **Relevant Documentation**. We wish to make your transition to Kaleyra as smooth as possible. In order to ensure the same, you are required to submit various documents as detailed in **ANNEXURE A** for our records, together with the signed copy of the Offer Letter, within the stipulated time as provided in Clause 0 above.

Solutions Infini Technologies (I) Pvt. Ltd.
The Pavilion, 1st Floor, #175 & 176, JP Nagar
4th Phase, Bilekahalli, Bannerghatta Main Road,
Bengaluru 560076

contact@Kaleyra.com
www.Kaleyra.com
Tel 080 40275555

4. **Background Checks**. In addition to providing the documentation as under Clause 3 above, if applicable to you, you are required to provide either a relieving letter from your most recent employer and a confirmation from your most recent employer that your resignation has been accepted. If you do not provide this documentation together with the other documents as indicated in Clause 3 above, within such time as stipulated therein, your acceptance of this Offer Letter will not be processed until acceptable documentation has been provided and the Joining Date will be revised as Kaleyra deems fit. Further, you agree to provide all such documents as are requested for and by Kaleyra to enable Kaleyra to perform appropriate background verification and reference checks.

   Kaleyra reserves the right to withdraw this offer at its sole discretion if you fail to provide all or any of the documentation requested (within the relevant time period as indicated) and if it does not receive satisfactory feedback on background verification and/or reference checks which has been consented to by you.

5. **Employment Agreement.** Upon completion of the formalities contained in the Offer Letter, you will be required to execute an employment agreement (including a confidentiality and assignment agreement) on the Joining Date, which contains the detailed terms and conditions in relation to your employment including term of employment and company policies that are to be undertaken by you prior to confirming you as a full time employee with Kaleyra.

6. **Probation**. Your first 6 (six) months from the Joining Date will be considered as your Initial Probation Period ("**Initial Probation Period**"). However, based on the assessment of your performance during the Initial Probation Period, Kaleyra, at its sole discretion, may extend your Initial Probation Period to a maximum of **90 days (3 months)** ("**Extended Probation Period**") upon written notification to you, on or before the date of completion of the Initial Probation Period (together, the "**Probation Period**"). Based on such confirmation and when you successfully complete your Probation Period, your employment with Kaleyra will be confirmed.

7. **Job Description**. Description of your job with Kaleyra, along-with specific duties, responsibilities and functions as part of your Position, is outlined in your Employment agreement. Your Position, including any/all of your duties, responsibilities and functions associated with your Position may be altered by Kaleyra, from time to time, as per its business needs. You will be informed of any such alterations to your Position and your duties, responsibilities and/or functions as and when the same is given effect to.

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8. **Compensation and Benefits**. For the entire duration you serve as an employee of Kaleyra and in full consideration for your services as an employee of Kaleyra, upon the terms and subject to the conditions set forth in this Offer Letter, Kaleyra will pay you and you shall accept as compensation, a basic annual salary, and such other allowances, benefits and perquisites ("**Compensation**") as set out in ANNEXURE B of this Offer Letter. In addition to the Compensation, details of other incentives and benefits of Kaleyra that you may be eligible for shall be set out in the employment agreement that will be shared on the Joining Date, subject to submission of relevant information/documentation and satisfactory background checks.

9. **Location**. You will be initially based at the Kaleyra offices in **Bangalore.** However, to support our continued growth and/or business needs you may be transferred or relocated to the offices of any Kaleyra's subsidiary companies, associated companies, client's locations, third parties or branch offices to which you may be posted on deputation, secondment or transfer associate companies or client/partner offices in India or overseas, with 15 (fifteen) days' written notice. You will be expected to relocate in accordance with the terms stipulated in such a notice.

10. **Duties**. In addition to the duties, responsibilities and functions associated with your Position, you acknowledge, consent and agree to adhere to all duties as is reasonably expected of you as being an employee of Kaleyra and as maybe communicated to you by Kaleyra from time to time, for the entire duration you remain an employee of Kaleyra, including without limitation, such duties that form a part of your continuing obligations as per the terms of your employment.

11. **Confidentiality.** You agree that the terms and conditions contained in this Offer Letter are confidential and cannot be disclosed to any person or third party.

12. **Employee Representations.** In the event that any documentation/information provided as per Clause 3 is false or inaccurate, then at any time during the Probation Period, or in the event if the employment has already commenced by the time the background verification and/or reference checks are completed, then at any such time, Kaleyra, has the right to, at its sole discretion, terminate this employment arrangement immediately, without notice or pay.

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13. **Induction**. New team member induction takes place at Kaleyra. At the induction, you will learn more about Kaleyra, our competitive benefits and our company policies. You will also have an opportunity to meet new team members like yourself and senior leaders that set the direction for Kaleyra.

14. DECLARATION

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.
I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.I hereby represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships.

I HAVE READ, ACKNOWLEDGED, UNDERSTOOD AND UNDERTAKE TO ADHERE TO THE TERMS OF THIS OFFER LETTER

For and on behalf of Solutions Infini Technologies (India) Private Limited:

Aniketh Jain
MD

Bangalore

Date: *8/22/2019*

For and on behalf of Akshay Krishnakumar:

Akshay Krishnakumar
Software Engineer

Bangalore

Date: *8/22/2019*

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kaleyra

ANNEXURE A

LIST OF DOCUMENTS

Sl. No.	Documents
1.	Duly filled employee personal profile, reference;
2.	Copies of all education certificates and mark sheets (X/XII/Graduation/Post Graduation/Diploma);
3.	If applicable, copy of experience & relieving letter from last employer, and acceptance of your resignation from most recent employer (to be followed within 30 days by actual relieving letter);
4.	Identity proof (Copy of passport/pan card/driving license);
5.	Recent three months' pay-slips (if applicable);
6.	2 (two) self-attested passport size photographs;
7.	If PAN is not provided, proof of having applied for it.

***** Please bring the original copies of the documents set out above on the Joining Date.***

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ANNEXURE B

COMPENSATION

[*Compensation Structure with all components*]

Component	Monthly	Annually
Basic	18182	218182
HRA	9091	109091
Conveyance	1600	19200
Medical	1250	15000
LTA	1515	18182
Bonus	1225	14700
Special Allowance	12592	151100
Total - Fixed	45455	545455
Variable		54545
Total - Annual		600000

Deductions:

PF and PT – As applicable.

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LTI
Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Chaitra M

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Chaitra M,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other such documents as Company deems fit from time to time.

LTI
Let's Solve

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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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.

Chaitra. M 14/09/19

Signature and Date

LTI
Let's Solve

ANNEXURE-1

Name : Chaitra M		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

LTI
Let's Solve

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.

LTI
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ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed:	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: Chaitra. M

Name: CHAITRA. M

Mobile No: 9035977241

College Name : DAYANANDA SAGAR UNIVERSITY

Today's Date: 14/09/19

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: HARSHITHA.K

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear HARSHITHA.K,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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.

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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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : HARSHITHA.K		Date : September 12, 2019	
Salary Grade : GET(II)			
Components	**Rs. p.a.**	**Rs. p.m.**	
Basic		15,000	
Bouquet of Benefits		20,467	
A. Base Salary (PA)	**425,602**	**35,466**	
Annual Incentive	40,000		
B. Total Variable (PA)	**40,000**		
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Cost to Company (CTC) C+D	**500,000**		

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Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

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3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
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LTI
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ANNEXURE-2

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Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.

(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name: _____

Today's Date: _____

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Kartik Garg

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Kartik Garg,

Welcome to LTI (hereinafter referred as the "Company"). 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.6,50,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name	: Kartik Garg	Date	: September 12, 2019
Salary Grade	: GET(VI)		

Components	Rs. p.a.	Rs. p.m.
Basic		21,000
Bouquet of Benefits		25,958
A. Base Salary (PA)	**563,499**	**46,958**
Annual Incentive	40,000	
B. Total Variable (PA)	**40,000**	
C. Total Target Cash (A+B)	**603,499**	
Provident Fund (PF)	30,240	2,520
Gratuity	12,120	1,010
Mediclaim Premium	4,140	
D. Retirals & Other Benefits	**46,501**	
Cost to Company (CTC) C+D	**650,000**	

Let's Solve

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
Leave Travel Allowance (PA)	Rs. 10,000/-	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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Premier Engineering Candidates- 2020 Batch (Tier-T0)	
Qualification	**B.E./B.Tech.**
Branches:	Computer Science/Information Technology
Age Criteria: As on 1st July of Passing year (2020)	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 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.
Diploma(if applicable),Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)
	Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleared with the final semester examinations
Nature of Course:	All Full Time courses Only
Year of Passing:	2020 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE /State Board 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.

(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: MADHUMANJUNATHA DISHA

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear MADHUMANJUNATHA DISHA,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : MADHUMANJUNATHA DISHA		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.

(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name: _____

Today's Date: _____

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Mohammed Shaik Afnan Hussain

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Mohammed Shaik Afnan Hussain,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other such documents as Company deems fit from time to time.

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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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. **Letter Acceptance**

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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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : Mohammed Shaik Afnan Hussain		Date : September 12, 2019	
Salary Grade : GET(II)			
Components	**Rs. p.a.**	**Rs. p.m.**	
Basic		15,000	
Bouquet of Benefits		20,467	
A. Base Salary (PA)	**425,602**	**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	4,140		
D. Retirals & Other Benefits	**34,398**		
Cost to Company (CTC) C+D	**500,000**		

Let's Solve

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

ENG16CS0092

LTI
Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Neha Singh

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Neha Singh,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other such documents as Company deems fit from time to time.

LTI
Let's Solve

ANNEXURE-1

Name : Neha Singh		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

LTI
Let's Solve

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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

N Govekar

Nikhil Govekar
Sr. Manager - Campus Recruitment

I have read the letter and accept the same.

Neha Singh (12/09/19)

Signature and Date

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: SAAD AHMED

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear SAAD AHMED,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : SAAD AHMED		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

Let's Solve

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Surabhi S Vaidya

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Surabhi S Vaidya,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name	: Surabhi S Vaidya	Date	: September 12, 2019
Salary Grade	: GET(II)		

Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

Let's Solve

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
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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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

EN6/16CS0013

LOWE'S

03/8/2019

Dear Anirudh Iyengar. K.V.

Congratulations! We are glad to offer you a position with **Lowe's Services India Private Limited** (hereinafter referred to as the "**Company**") on the following terms and conditions:

1. You will be designated as Associate - ITSM Analyst at our Bangalore location.

2. You are requested to join us on or before 01/9/2020 **at 9:00 am.**

3. Your annual fixed compensation will be **INR 4,54,545/- per annum.** In addition, you would be eligible for variable pay plan which is subject to Company's Performance Management Guidelines (refer to **ANNEXURE - A**). Your compensation at Company will be subject to deduction of taxes at source in accordance with the prevailing income tax regulations. The details of your compensation at Company are outlined in **ANNEXURE -A.**

4. You have represented your intentions to serve the Company for a long-term and minimum for one year from the date of your joining.

   (a) You will be eligible for relocation reimbursement up to INR 25,000/- as per the Company Policy (to be claimed within 3 (Three) months of joining). If your employment with the Company ends for any reason within 1 (One) year of joining, you are liable to repay the relocation expenses reimbursed to you.

5. You will be on probation for a period of three months from the date of joining. At the end of your probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to either extend the probationary period or invoke termination of your employment after completion of the probationary period. During probation, your employment may be terminated by either party with 15 (Fifteen)days of notice or payment in lieu of the same.

6. Your employment would require you to adhere to the policies including but not limited to the Code of Conduct issued by Company and its affiliates and all applicable laws during your employment. In addition to the Terms & conditions contained herein above, your employment will be governed by the "Code of Conduct" of the Company. In case of any violation of the Code of Conduct your employment may be terminated with immediate effect.

7. Your employment is subject to you successfully clearing background verification checks conducted by Company or through designated third parties. If for any reason, background check reveal any

misrepresentation or any information detrimental to the interest of the Company, the Company at its sole discretion, may withdraw the offer of employment or terminate your services without notice.

8. Your acceptance of this offer of employment shall mean and include your explicit consent for Company and its designated vendors or third parties to collect, use, process and store your personal information including but not limited to Personal Sensitive Information as may be defined under Section 43 A of Information Technology Act, 2000 and rules framed thereunder from time to time.

9. On your date of joining, please carry all your original documents, 3 photographs and 2 copies of educational certificates, relieving documents of previous employers, address proof, PAN card, passport and your last three salary slips.

Please respond with your acceptance to this offer within two (2) calendar days, failing which your offer will be withdrawn, at the sole discretion of Company.

We are delighted to welcome you to Lowe's India and we wish you a long, successful career with us.

Sincerely,

Shiv Kumar
Senior Manager – Human resources
Lowe's Services India Private Limited

ENG16CS0157

03/8/2019

Dear Shubhankar. P.

Congratulations. We are glad to offer you a position with **Lowe's Services India Private Limited** (hereinafter referred to as the "**Company**") on the following terms and conditions

1 You will be designated as Associate - ITSM Analyst at our Bangalore location

2 You are requested to join us on or before 01/7/2020 at **9:00 am.**

3 Your annual fixed compensation will be **INR 4,54,545/- per annum.** In addition you would be eligible for variable pay plan which is subject to Company's Performance Management Guidelines (refer to **ANNEXURE - A**). Your compensation at Company will be subject to deduction of taxes at source in accordance with the prevailing income tax regulations. The details of your compensation at Company are outlined in **ANNEXURE -A**.

4 You have represented your intentions to serve the Company for a long-term and minimum for one year from the date of your joining.

(a) You will be eligible for relocation reimbursement up to INR 25,000/- as per the Company Policy (to be claimed within 3 (Three) months of joining). If your employment with the Company ends for any reason within 1 (One) year of joining, you are liable to repay the relocation expenses reimbursed to you.

5 You will be on probation for a period of three months from the date of joining. At the end of your probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to either extend the probationary period or invoke termination of your employment after completion of the probationary period. During probation your employment may be terminated by either party with 15 (Fifteen)days of notice or payment in lieu of the same.

6 Your employment would require you to adhere to the policies including but not limited to the Code of Conduct issued by Company and its affiliates and all applicable laws during your employment. In addition to the Terms & conditions contained herein above, your employment will be governed by the 'Code of Conduct' of the Company. In case of any violation of the Code of Conduct your employment may be terminated with immediate effect.

7 Your employment is subject to you successfully clearing background verification checks conducted by Company or through designated third parties. If for any reason background check reveal any

ENG16C50189

LOWE'S

03/08/2019

Dear V Ananth Krishna Adiga

Congratulations! We are glad to offer you a position with **Lowe's Services India Private Limited** (hereinafter referred to as the "**Company**"), on the following terms and conditions

1 You will be designated as Associate - ITSM Analyst, at our Bangalore location

2 You are requested to join us on or before 01/07/2020 at **9:00 am.**

3 Your annual fixed compensation will be **INR 4,54,545/- per annum.** In addition you would be eligible for variable pay plan which is subject to Company's Performance Management Guidelines (refer to **ANNEXURE - A**) Your compensation at Company will be subject to deduction of taxes at source in accordance with the prevailing income tax regulations The details of your compensation at Company are outlined in **ANNEXURE -A.**

4 You have represented your intentions to serve the Company for a long-term and minimum for one year from the date of your joining

(a) You will be eligible for relocation reimbursement up to INR 25,000/- as per the Company Policy (to be claimed within 3 (Three) months of joining) If your employment with the Company ends for any reason, within 1 (One) year of joining, you are liable to repay the relocation expenses reimbursed to you

5 You will be on probation for a period of three months from the date of joining At the end of your probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise The Company reserves the right to either extend the probationary period or invoke termination of your employment, after completion of the probationary period During probation your employment may be terminated by either party with 15 (Fifteen)days of notice or payment in lieu of the same

6 Your employment would require you to adhere to the policies including but not limited to the Code of Conduct issued by Company and its affiliates and all applicable laws during your employment In addition to the Terms & conditions contained herein above, your employment will be governed by the "Code of Conduct" of the Company In case of any violation of the Code of Conduct your employment may be terminated with immediate effect

7 Your employment is subject to you successfully clearing background verification checks conducted by Company or through designated third parties If for any reason, background check revea any

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misrepresentation or any information detrimental to the interest of the Company, the Company at its sole discretion, may withdraw the offer of employment or terminate your services without notice.

8 Your acceptance of this offer of employment shall mean and include your explicit consent for Company and its designated vendors or third parties to collect, use, process and store your personal information including but not limited to Personal Sensitive Information as may be defined under Section 43 A of Information Technology Act, 2000 and rules framed thereunder from time to time.

9 On your date of joining, please carry all your original documents: 3 photographs and 2 copies of educational certificates, relieving documents of previous employers, address proof, PAN card, passport and your last three salary slips.

Please respond with your acceptance to this offer within two (2) calendar days, failing which your offer will be withdrawn, at the sole discretion of Company.

We are delighted to welcome you to Lowe's India and we wish you a long, successful career with us!

Sincerely,

Shiv Kumar
Senior Manager – Human resources
Lowe's Services India Private Limited

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Name	V Ananda Krishna Raju
Designation	Associate - ITMA Analytics
Grade	
Department	
Fixed Cost	**454,545**
Variable Cost $_1$	**10%**

Salary Components	Per ANNUM (INR)	Per MONTH (INR)
Basic Salary	181,818	15,152
House Rent Allowance (HRA) $_2$	72,727	6,061
Statutory Bonus	15,145	1,262
Special Allowance	163,037	13,586
PF Employers Contribution	21,818	1,818
FIXED COST TO COMPANY	454,545	37,879

BENEFITS

Gratuity	As per Payment of Gratuity Act, 1972
Group Medical Insurance	INR. 500,000 (Self, spouse and 2 children), out of this INR 300,000 is also available to cover your parents.
Group Term Life Insurance	3 times of your CTC
Group Accident Insurance	3 times of your CTC

Note:

Special Allowance - Flexible Compensation Plan(FCP) guidelines (eligible for Tax Exemption)	
Category:-	**Max. eligibility as per IT guidelines**
Leave Travel Allowance(LTA)	1 month Basic /Up to Rs.2,00,000/- per annum
	*2 journeys in a block of 4 years
Telephone and Internet Bills	Max. Rs.30,000 per annum for 2 connections
NPS	Upto 10% of Annual Basic

#Total Deductions : Professional Tax (PT); Tax Deducted at Source (TDS) if applicable.
PF - Employer and Employee contribution to be deducted from CTC

lote 1	Company Variable pay plan is based on company's financial performance at a given year. The amount will be paid once in a year i.e., during March. The variable payout percentage may vary from 0% to 100%. Employees hired post 31st December will be eligible to participate in the variable plan of new fiscal year

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Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: MONISHA K

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear MONISHA K,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. Increments and Promotions
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : MONISHA K		Date : September 12, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	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	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	500,000	

Let's Solve

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	B.E./B.Tech.	MCA
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

EN616CS0023

DAIMLER

Provider/Privacy Policy

JOB SEARCH / MY JOBPAGE / **OFFERS**

Arpitha Ganesh, you are signed in.

My Account Options / My Job Cart (0 items) / Sign Out

Offer has been accepted

Mercedes-Benz

Mercedes-Benz
Research and Development
India Private Limited
A Daimler Company

INT/HR/MER0000Q0Y/2352183/2020

January 6, 2020

Arpitha Ganesh

#456, GF, Sri Guru Chaitanya

Poornapragna Nagar, AGS Layout

Bengaluru

Karnataka - 560061

Dear Arpitha,

Internship at Mercedes-Benz Research and Development India

We are pleased to offer you an internship program in the department of **IT/QIF** for a project at Mercedes-Benz Research and Development India Private Limited(MBRDI), Bangalore.

We take this opportunity to extend a warm welcome to you for being part of MBRDI team, which is a 100% subsidiary of Daimler AG and was incorporated in November 1996. MBRDI is a reliable and trusted partner, which helps Daimler business units and partner organizations to overcome their research and development challenges.

The details of the internship program are as follows:

Duration:

The duration of your training will be from **January 13, 2020** to **June 30, 2002.**

Compensation:

You will receive **Rs.25,000.00/-** on or before the 5th of every month during your training period.

You will be entitled to use the canteen and transport facilities like all other employees as per the rules,deductions for which will be charged Rs. 3000/- per month.

Joining Formalities:

At the time of joining, please bring with you the copy of the following documents for perusal, along with the certified copies, for our records;

- Age Proof (SSC/School Leaving Certificate)
- Certificate(s) of educational qualifications (A certificate of the last examination passed by you is essential)
- Two recent passport size photographs

Hi,

Greetings from Mercedes Benz Research and Development India.

Congratulations on your selection as a Graduate Engineer Trainee. We are now in the process of preparing your offer release and starting the pre onboarding formalities. For the same, you will be receiving communication from our end for the essential documents required shortly.

Your tentative date of joining will be in the 1st week of August 2020. Kindly plan your movement from your current location (in case outstation) to Bangalore accordingly.

We request you to share your updated resume in pdf format consisting necessary details like Email address and contact number.

In case of any queries, I will be your point of contact.

Thank you.

Warm Regards,

Tanushree Pawar

Mercedes Benz Research and Development India Pvt Ltd

Embassy Crest, Plot No. 5-P

EPIP Zone, Phase 1, Whitefield Road

Near Satya Sai Hospital

Bangalore - 560066, Karnataka, India

OFFER/HR/MER0000SJM/2352199/2020

July 7, 2020

Srinwanti Sarkar
Flat-3b 67a Ashoke Road , Ganguly Bagan , -
kolkata , west bengal
Kolkata
West Bengal - 700084

Dear Srinwanti Sarkar,

This has reference to your application and subsequent interview/ various discussions you had with us.

We are pleased to inform you that you have been selected by Mercedes-Benz Research and Development India Private Limited (MBRDI) for the position of **Student Trainee Intern** in the Company's Grade Grade **T10**, in the department of **IT/QIF**. Your work place will be **India>Karnataka>Bangalore> Mercedes-Benz Research & Development India, Embassy Crest**.

REMUNERATION

Your Total Cost to Company will be Rs. 620,015.00 per annum. The details of salary are as shown in Annexure I.

DAIMLER

Offer has been accepted

Mercedes-Benz

Mercedes-Benz
Research and Development
India Private Limited
A Daimler Company

OFFER/HR/MER0000TMH/2597891/2020

September 9, 2020

Vidya S

#80A, Lakshmisagara, Neralur(post), Anekal(Taluk), Bangalore-562107

Bangalore, Karnataka, India

Bangalore

Karnataka - 562107

Dear Vidya S,

This has reference to your application and subsequent interview/ various discussions you had with us.

We are pleased to inform you that you have been selected by Mercedes-Benz Research and Development India Private Limited (MBRDI) for the position of **Graduate Engineer Trainee** in the Company's Grade Grade **T10**, in the department of **ITT/QIM**. Your work place will be **India>Karnataka>Bangalore>Mercedes-Benz Research & Development India, Embassy Crest**.

REMUNERATION

Your Total Cost to Company will be Rs. 620,015.00 per annum. The details of salary are as shown in Annexure I.

Regd. Office:
Whitefield Palms, Plot No. 9 & 10
EPIP Zone Phase 1, Whitefi
Road
Bangalore - 560066
Phone +91 80 6149 5025
Fax +91 80 6149 9512
mbrdi_corp@daimler.com
www.mbrdi.co.in

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CIN:U74110KA1996PTC021375

Mercedes-Benz

Mercedes-Benz
Research and Development
India Private Limited
A Daimler Company

JOINING FORMALITIES

Your tenure will be for twelve months starting from October 5, 2020.
Please note that our payroll cut off date is the 18th day of every month and in case you join on or after the 18th day of the month, the salary for that month will be processed along with the salary for the subsequent month.

At the time of joining, please submit the following documents:
1. Photocopy of the Birth Certificate/ School Leaving Certificate
2. Photocopy of the certificate(s) of educational qualifications (A certificate of the last examination passed by you is essential)
3. Photocopy of PAN Card
4. Two color passport size photographs
Please bring all the original documents on the day of joining for verification. Also, all the photocopies are required to be self-attested.

A detailed Appointment Letter will be handed over to you at the time of your joining.

Please be informed that your appointment is subject to your successful completion of final academic course and you being found medically fit by the Medical Officer of the Company. The details related to the pre-employment medical check-up have been sent to you by email.

Please return the photo copy of this letter with your signature as a token of your acceptance for our records.

We look forward to have a long-term association with you and wish you every success in your endeavors to learn and perform well and contribute in the growth of the Company.

Thanking You,

Yours sincerely,

Mercedes-Benz Research and Development India Private Limited

Charudatta Pawar
Vice President

Reema Suryanarayanan
Deputy General Manager – Human Resources

Regd. Office:
Whitefield Palms, Plot No. 9 & 10
EPIP Zone Phase 1, Whitefi
Road
Bangalore - 560066
Phone +91 80 6149 5025
Fax +91 80 6149 9512
mbrdi_corp@daimler.com
www.mbrdi.co.in

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CIN:U74110KA1996PTC021375

Mercedes-Benz

Mercedes-Benz
Research and Development
India Private Limited
A Daimler Company

ANNEXURE I

DETAILS OF REMUNERATION

NI SYSTEMS INDIA PRIVATE LIMITED

Sales Office
Salarpuria Softzone
Wing B, 5th Floor, Building Block A,
81/1 & 82/1, Bellandur, Varthur Hobli
Bangalore 560103 India

R&D Office
Subramanya Arcade
Tower B, 5th Floor,
No.12, Bannerghatta Road
Bangalore 560029 India

Employment Offer

May 12, 2020

Pruthweesha S A

#112 2nd Cross, 1st Main, Jakkasandra, Koramangala Block 1, Bengaluru 560034
Bengaluru, India

Dear Pruthweesha,

On behalf of **NI Systems (India) Private Limited** (**"National Instruments"** or **"the Company"**), we are delighted to extend this offer of employment and invite you to become a member of the NI team.

Please review the terms and conditions summarized below and indicate your acceptance of those terms and conditions by completing the signature section at the end of this offer.

(1) **Job Title:** Software Engineer

(2) **Department:** RF Driver Software

(3) **Reporting to:** Vijay Vasudevan

(4) **Location:**

Subramanya Arcade
Tower B, 5th Floor,
No.12, Bannerghatta Road
Bangalore 560029 India

(5) **Effective Date of Employment:**

You are required to join the company by **July 6, 2020**.
If this presents any concern(s), please let us know at your earliest convenience.

(6) **Term:**

The contract of employment shall be for an indefinite period, subject to the right of both the parties to terminate the same in accordance with provisions of this agreement.

(7) **Working Hours:**

The working hours will be 08.30 AM to 05.30 PM as per the current company policy. The company observes a 5-day work week.

(8) **Probation:**

You will be on probation for a period of 1 month from the effective date of your employment during which time your performance and conduct will be monitored. You may be required to demonstrate to the Company's satisfaction your knowledge of your role and your ability to perform it. Your employment with the Company will be deemed to be confirmed at the end of this period subject to your performance review and conduct, and if found to be satisfactory, your employment will be confirmed. If your performance is not deemed to be satisfactory, you will either be dismissed, or the probationary period will be extended for a further specified period as deemed necessary by the Company. You will be duly notified of the extension before the completion of the initial probation period. Any time during probation, while you may terminate the employment by giving 30 day's written notice, the company will be free to terminate you without notice.

(9) **Annual Compensation:**

Your Annual Gross Salary will be **INR 1,050,000.00** per annum, paid in twelve equal monthly installments.

Please refer to Annexure 1 for a detailed break-down of CTC.

(10) **Additional Benefits:**

In addition to the above-mentioned Gross Salary, you will be eligible to receive the following benefits.

a. **Provident Fund –** Company shall contribute 12% of your Basic Salary towards Employer's contribution to provident fund. A matching amount shall be deducted from your salary as part of the scheme on a monthly basis & the total amount shall be deposited in your provident fund account.

b. **Superannuation** - Company shall contribute 15% of your Basic Salary towards Superannuation fund with Life Insurance Corporation of India. This contribution vests in your name only after completion of eighteen months' service with the Company.

c. **Gratuity** - Company contributes 4.17% of your Basic Salary to the Group Gratuity Scheme with Life Insurance Corporation of India. This contribution vests in the name of the employee as per Gratuity Guidelines under the law.

d. **Group Insurance –** You will be extended the following Insurance Benefits

i. **Group Mediclaim Policy** which entitles you for a Family Medical Insurance cover of Rs.5,00,000/- Per Annum.

ii. **Group Accident Insurance Policy** that entitles you for an accident insurance cover of Rs.20,00,000/- Per Annum.

iii. **Group Term Life Policy** which entitles you for a Life insurance cover of Rs.20,00,000/- or 2 times your annual gross salary whichever is higher.

(11) **Validity:**

This offer is valid until end of day on May 15, 2020. We request you to kindly confirm your acceptance before this expiration date, confirming the likely date of your joining.

(12) **Confidentiality:**

Candidate represents and agrees to maintain the confidentiality and not disclose the terms and conditions contained in this Employment Offer.

To indicate your acceptance of our offer, please enter your full name and unique identifier below. The unique identifier is a 4-digit code that you now create, will remember, and is unique to you.

You will receive an email confirmation that we have received your decision.

We look forward to welcoming you in our team!

Best Regards,

Abish Raghul Ganesh

National Instruments Talent Acquisition Team, India

OFFER LETTER ACCEPTANCE:
No signature is required from Pruthweesha S A upon acceptance of this offer. By clicking the acceptance button, you have agreed to be bound

by the terms & conditions upon which the offer of employment has been made. An acknowledgment of receipt of the acceptance will be sent to you. This document is legally binding based on the laws of India.

Attachments

- Software Engineer - Annexure.pdf

Offer electronically accepted by: A, Pruthweesha
Offer electronically accepted on: May 12, 2020 9:08 PM
Offer electronically accepted from: 49.207.57.83

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

25 Sep 19
Krupa lakshmi bc
DAYANANDA SAGAR INST OF TECH, BANGALORE

Dear Krupa lakshmi bc,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

Urmimala Sarkar
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____ Date: 26/09/2019
(Krupa lakshmi bc)

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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

URMIMALA SARKAR
Associate Director – Talent Acquisition

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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 1813

NTT DATA Services

25 Sep 19
SACHIN SHRISHAIL HALAMANI
Dayanada Sagar College of Engineering

Dear SACHIN SHRISHAIL HALAMANI,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____ Date: 25/09/19
(SACHIN SHRISHAIL HALAMANI)

Confidential

honor 7x
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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

NTT DATA Services

25 Sep 19
Srikanth Shastry
Dayananda Sagar Institution(DSM)

Dear Srikanth Shastry,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

Urmimala Sarkar

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____ Date: 26/09/19

(Srikanth Shastry)

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EN6/16 CS019

Date: 2nd Aug 2019

Dear Vijay,

We are happy to extend you an offer from **ODCEM Technologies Pvt. Ltd (OneDirect)**

The key elements of the offer are outlined below

- Your Job title at the commencement of your employment will be **Fullstack**
- Your initial place of posting will be **"Bangalore".**
- Your Date of joining as an Intern will be from January 2020 till June 2020 where you will be compensated with a stipend of 20000/- for 6 months.
- Your Date of joining as a permanent employee will be 1st July 2020.
- Your Total cost to the company (CTC) would be: **INR Rs.20,00,000/**. Including your fixed, variable and other components accordingly.

Contact person at the time of joining: Salma Khan

Location: ODCEM Technologies Pvt Ltd .

Address:- 5th floor, Tower D, IBC Knowledge Park,
Bannerghatta Road, Bangalore – 560029

Your appointment is subject to reference check, verification of information provided by you and successful completion of the 6 month internship.

In addition, your employment will be contingent upon you entering into confidentiality, noncompetition and similar obligations and restrictions with respect to proprietary information the company that are customary within the industry. By signing this letter agreement, you represent and warrant to the company that you are under no contractual commitments, including without limitation non-competition agreements or similar type of restrictive agreements, inconsistent with your obligations to the company.

Kindly send your acceptance to the offer extended at: salma.khan@onedirect.in

We look forward to you having a long and fruitful relationship with ODCEM Technologies Pvt. Ltd.

Authorized Signatory,

Offer Acceptance acknowledgement
Yours sincerely,

Candidate Name: Vijay Jindal

Signature:

WELCOME TO ORACLE

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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All rights reserved.

Contact Us
Legal Notices and Terms of Use
Privacy Statement

Integrated Cloud
Applications & Platform Services

Oracle India Private Limited
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

Reference ID: IRC4259867/19001GCC

16 March 2020

SUHAS

Dear SUHAS,

We are pleased to offer you employment in the position of Analyst, AMER Order Management - Support Renewals with Oracle India Private Limited, IDC ("Oracle"). 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 3,50,000.00 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.

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

Components	Amount (INR) p.a
A. Basic salary	1,81,200.00
B. Flexible Benefit Plan (FBP) **	1,38,340.00
C. Annual Gross Pay AGP (A+B)	3,19,540.00
D. Company's contribution to PF	21,744.00
E. Company's contribution to Gratuity	8,716.00
Total Gross (C+D+E)	**3,50,000.00**

** - 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.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement & Employment Benefits, Proprietary Information Agreement and Disclosure of Interests. 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

Oracle India Private Limited
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

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 may 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 failed 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/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday 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.

Oracle India Private Limited
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

If you have any questions regarding the conditions of your offer, please feel free to contact your manager, Arup Sarkar at 91-080-67862390.

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 Arup Sarkar (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 and on behalf of Oracle India Private Limited, IDC

Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

No signature is required from Mrudhula Rani upon acceptance of this offer. By clicking the acceptance button, you have agreed to be bound by the terms & conditions upon which the offer of employment has been made. An acknowledgment of receipt of the acceptance will be sent to you. This contract is legally binding based on the laws of India.

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

PARALLEL WIRELESS INDIA PRIVATE LTD.
CIN: U72900PN2013FTC147393

Feb 06, 2021

Niharika Shobha Raju
#57, 2nd Floor, 2nd Cross, Manjunatha Nagara,
Naganathapura, Electronic City Post,
Bangalore -560100.

Dear Niharika,

Subject: Offer Letter

Parallel Wireless India Private Limited (the "**Company**") is pleased to offer you an opportunity for full-time employment in the position of **Software Engineer** in our **Bengaluru** office. You shall report to **Miky Baruch, Sr. Manager, SW stack** and are required to follow directions given by the person(s) occupying that position or as delegated.

Your total all-inclusive gross annual compensation on a cost-to-company basis is set forth on **Annexure D**, which shall include your basic salary and various allowances, which may be claimed in compliance with and subject to limits under, applicable tax laws and the Company's policies and practices. All payments by the Company shall be subject to statutory deductions and contributions. Any provident fund and/or pension fund contribution that the Company shall be required to make on your behalf shall be deducted from your compensation. The terms and conditions of your employment with the Company are set out within **Annexure A** to this letter.

Please note that this offer of employment is contingent upon (1) successful completion by the Company of your background checks and; (2) your full and complete disclosure to the Company of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way may limit you either contractually or otherwise from engaging in any business activities required or contemplated by the Company in this offer of employment; and (3) there being no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or on the Company. The Company reserves the right to withdraw this offer or terminate your employment without any obligation whatsoever in the event that it receives any negative background check results or determines that any contractual or other obligation may limit your ability to engage in business activities for the Company or if you are found to be part of any pending investigation (whether judicial, quasi-judicial or otherwise).

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

If you wish to accept our offer along with the terms and conditions hereunder, please sign and return to the undersigned a duplicate copy of this letter along with the Annexures within 5 days from the date of this letter. This offer shall automatically lapse unless you confirm your acceptance and return to us a copy within the prescribed time. Upon your acceptance of this offer of employment and subject to successful completion of your background checks by the Company, you will be required to join on **March 08, 2021** or such later date as may be communicated to you by the Company.

This offer of employment is being issued to you on the understanding that all the information furnished by you both at the time of interview as well as in your application is complete and correct. If however, the Company discovers after you join the Company, that you have withheld certain information or that the information provided by you is false and/or incorrect or incomplete, the Company reserves the right to terminate your employment without enquiry, without notice, and/or without payment of any compensation whatsoever.

Should you accept this offer, you are requested to provide the Company with copies of the documents as listed out in **Annexure B** (unless provided earlier).

Please treat this letter and its contents as strictly confidential and do not disclose the same to any person or entity (except to your advisors, attorneys and accountants in order to seek their advice) without the Company's prior written consent. Your salary and benefits are confidential, and you should refrain from discussing it with other employees of the Company.

If you have any questions in relation to this offer, please contact the undersigned.

Yours sincerely,
For Parallel Wireless India Private Limited

DocuSigned by:
Abhijeet Kulkarni
DBB072B96C224EE...

Mr. Abhijeet Kulkarni
Director-HR, Facilities and Employee Services

Acceptance

I hereby accept the offer along with the terms and conditions of employment with Parallel Wireless India Private Limited. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

Sign: DocuSigned by:
Niharika Shobha Raju
E5F6009D340347D...

Name: **Niharika Shobha Raju**

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

ANNEXURE A

Terms and Conditions of Employment

1. INTRODUCTION

The Company's offer of employment and these terms and conditions ("Agreement") are based on the particulars, information and declarations provided by you. If at any time it is observed that the information provided by you is false or misleading or there is any concealment of facts by you, the Company reserves the right to immediately terminate your employment.

2. PROBATION

Your employment will be subject to six (6) months initial probationary period, which period shall commence from the date you begin work duties for the Company. During the probationary period, your employment can be terminated by the Company without notice pursuant to applicable law. If your performance is satisfactory to the Company during this period, then the Company shall confirm the appointment in writing. Your probation shall automatically be deemed to have been extended in a situation where you do not receive the aforesaid written communication from the Company. Depending on your performance and/or any other relevant consideration, the Company may choose to extend such probationary period to the extent it deems fit.

3. DUTIES AND RESPONSIBILITIES, TRANSFER, ETC.

3.1 Your duties and responsibilities are set out within the job description attached to this Agreement in **Annexure C**. You may be required to perform other duties as required by the Company from time to time. You shall not refuse to perform other duties and undertake responsibilities as and when called upon to do so by the Company.

3.2 You shall deliver all work assignments to the Company in the manner prescribed by the Company and in accordance with the requirements of the entities with which the Company has contracted, currently or in the future.

3.3 During the term of your employment, in addition to your assigned tasks and work responsibilities, the Company may require you to interact and work directly or indirectly with external entities and/or authorized representatives of such entities. While dealing or working with such associates, you are expected to act as a brand ambassador of the Company through courteous conduct, positive behavior, cooperative attitude and working skills so that the reputation and goodwill of the Company is enhanced and not adversely effected. Any omission or commission on your part, brought to the notice of the Company may result in strict disciplinary action against you, including but not limited to termination of employment.

3.4 Depending on business needs, the Company may, at its sole discretion, change your designation or transfer you to any other team, department, or offices of the Company or of its Affiliates (as defined in Paragraph 13).

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

3.5 The Company has a right to assign or second you to any Affiliates, departments, subsidiaries or associate companies of the Company or to any group companies in which the Company may have an interest whether existing or which may be set up or established or acquired in future in any other location in India or to any third parties. The Company does not guarantee the continuation of any benefits at the new location. In all such cases of transfer, you will be governed by the relocation policies and policies of the Company existing at that time.

3.6 During the term of your employment, you agree to devote all your skill, knowledge and working time to the satisfactory performance of your duties and responsibilities and agree to perform your duties with diligence and devotion. While in the employment of the Company, you are not allowed to be employed in any other organization on a permanent, temporary or part-time basis nor shall you offer your services with or without consideration to any physical person, legal entity or public authority or be occupied in your own business, without the prior written consent of the Company. You will comply with all directions given to you by the Company and faithfully observe all the rules, regulations, and arrangements applicable to you.

3.7 Your employment will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the Company's rules, regulations and such other practices, systems, procedures and policies, as implemented and/or amended by the Company from time to time.

3.8 You must be medically fit to perform the duties assigned to you. As necessary, you may be required by the Company to undergo a medical assessment from time to time to determine medically fitness.

3.9 You shall not engage in activities that could result in a conflict of interest with the Company without prior approval from your manager. Any conflict of interest or potential conflict of interest must be immediately disclosed to the Company.

3.10 Your employment will also be governed by statutory laws enacted by the government or local authorities as may be applicable from time to time. You shall comply with all applicable laws, regulations, and governmental orders of India, now or hereafter in effect, relating to your employment by the Company, including but not limited to the provisions of the Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States of America and the Bribery Act 2010 of the United Kingdom. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

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4. REMUNERATION AND BENEFITS

4.1 Your total all-inclusive gross annual compensation on a cost-to-company basis is as provided in **Annexure D**. Your salary, payable on a monthly basis, shall be inclusive of applicable statutory benefits, if any, and tax to be deducted at source by the Company. Any contributions (including but not limited to any provident fund contributions) to be made by the Company on your behalf shall be deducted from your salary.

4.2 Your compensation may be amended from time to time by the Company at its sole discretion. You understand and acknowledge that that any future increments, promotions or any other incentives shall be based on your performance during employment and solely at the discretion of the Company.

4.3 You may be eligible to participate in any and all benefit programs that the Company establishes and makes available to similar level employees from time to time, provided that you are eligible under (and subject to all provisions of) the plan documents governing those programs. The benefits made available by the Company, and the rules, terms, and conditions for participation in such benefit plans may be changed by the Company at any time and from time to time without advance notice.

4.4 Incentives

a) Subject to approval by the Board of Directors of Parallel Wireless, Inc. (the Company's "U.S. parent"), you will receive a stock option grant of **1,000** shares of the Parallel Wireless, Inc.'s common stock. This grant will vest over five years as follows: 20% twelve months after your start date, and ratably monthly thereafter. This grant will be effective as of the date of the Board of Directors' meeting following your date of hire and is subject to approval by the Board of Directors. The exercise price will be the fair market value of Parallel Wireless, Inc.'s common stock as of the date of grant. This grant is governed by and subject to the terms and conditions of the Parallel Wireless, Inc. Stock Option Plan as implemented and/or amended from time to time in Parallel Wireless, Inc.'s sole discretion.

b) You will be eligible for a yearly bonus in an amount of up to **INR 1,00,000**, in accordance with the Company's Discretionary Bonus Plan ("Plan") to be provided to you under separate cover. Your eligibility for payment under the Plan, as well as the timing and amount of payment, will be based on both your personal performance and the Company's (including its US Parent's) overall performance, as determined by the Company in its sole discretion. Any such bonus payment for the current fiscal year shall be pro-rated based on your employment start date. You must be employed by the Company and not under a notice of termination (for any reason) at the time of payment to receive payment. Bonus targets for future fiscal years will be **INR 1,00,000** payable based on your and the Company's performance. If you voluntarily terminate your employment with the Company within 24 months from your first day of employment, you agree to pay back all bonus amounts received by you under the Plan to the Company within thirty (30) days following your last day of employment.

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4.5 The Company reserves the right to amend or alter any benefit (including any commission Plan or incentive-based pay) at any time.

4.6 You are entitled to leaves and public holidays in accordance with applicable law and the Company's policies as implemented and/or amended from time to time.

5. WORK LOCATION AND HOURS OF WORK

5.1 You shall report to the Company's offices, currently located at 5th Floor, Ferns Icon, Survey No.28 &36/5, Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 0374 Company reserves the right to change the office location or relocate you, as may be desired by the Company from time to time.

5.2 You shall be required to work 9 hours per day and 45 hours per week. Your specific work hours shall be as stipulated under the Company's policies, or as otherwise directed by the Company. However, you may be required to work additional hours as and when necessary to properly and effectively perform your duties and responsibilities. You acknowledge and agree that based on your executive/managerial position, the additional working hours may be required on weekends and holidays. You acknowledge and agree that your remuneration detailed in Paragraph 4 sufficiently covers any and all working hours necessary for the successful completion of your job duties.

5.3 The Company may require you from time to time, to travel to locations in India or overseas and work out of client's/customer sites. The Company may also require you to engage in travel on behalf of the Company and/or to work night hours as necessary for legitimate business reasons. You expressly agree to accept such travel and hours of work without any additional compensation. Reasonable and necessary professional expenses for travel and lodging, incurred by you, in furtherance of Company business, shall be reimbursed to you in accordance with the Company's travel and expense policies, as implemented and/or amended from time to time, upon presentation of documentary evidence that is acceptable to the Company.

6. SECRECY & CONFIDENTIALITY

6.1 You shall not during and after termination of your employment with the Company, give out, publish, disclose, disseminate or divulge to any person or entity, by word of mouth or otherwise, the '**Proprietary** and **Confidential Information**' of the Company and its Affiliates and their clients/customers, that shall include but not limited to, all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, product details, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, or organizational matters which is communicated to you or acquired by you or which may have come to your knowledge by virtue of being an employee of the Company and might be of a nature not generally known to others operating in the Company's area of business.

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6.2 You acknowledge that the Company has explained that such Proprietary and Confidential Information is the valuable property of the Company and its Affiliates and is critical to the business of the Company. Further, you shall not at any time, whether during or after the period of employment with the Company, use such Proprietary or Confidential Information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other than the Company and its Affiliates.

6.3 Notwithstanding the aforesaid provisions, you may disclose Proprietary and Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority; provided however, that you must provide the Company reasonable notice of any prospective disclosure and assist the Company in obtaining any applicable exemption or protective order preventing such disclosure.

6.4 When requested by the Company, or immediately upon termination of your employment for any reason, you shall return to the Company or to its nominees Proprietary and Confidential Information, including copies thereof, irrespective of storage or presentation medium, including all electronic and hard copies, and any other material containing or disclosing any Proprietary and Confidential Information which is in your possession, power and control. You agree that you will not make or retain any copies of such Proprietary and Confidential Information.

6.5 The obligations in this Paragraph 6 shall remain in full force and effect during your employment and after termination of your employment for any reason.

7. INTELLECTUAL PROPERTY

7.1 When acting within the scope of your employment (or otherwise on behalf of the Company), you will not use or disclose your own or any third party's confidential information or intellectual property (collectively, "**Restricted Materials**"), except as expressly authorized to you by the Company in writing. Further, you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

7.2 You acknowledge the Company's proprietorship and sole ownership over all intellectual property ("Inventions") and intellectual property rights ("Intellectual Property Rights").

"**Invention**" means any idea, concept, discovery, invention, development, technology, work of authorship, trade secret, software, firmware, tool, process, technique, know-how, data, plan, device, apparatus, specification, design, circuit, layout, mask work, algorithm, program, code, documentation or other material or information, tangible or intangible, whether or not it may be patented, copyrighted or otherwise protected (including all versions, modifications, enhancements and derivative works thereof). "**Intellectual Property Rights**" means any and all patent rights, copyright rights, mask work rights, trade secret rights, sui generis database rights and all other intellectual and industrial property rights of any sort throughout the world (including any application therefor).

7.3 To the fullest extent under applicable law, the Company shall own all right, title and interest in and to all Inventions (including all Intellectual Property Rights therein or related thereto) that are made, conceived or reduced to practice, in whole or in part, by you during the term of your employment with the Company and which arise out of any use of Company's facilities or assets or any research or other activity conducted by, for or under the direction of the Company (whether or not conducted at the Company's facilities, during working hours or using Company assets), or which are useful with or

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relate directly or indirectly to any Company Interest (meaning any product, service, other Invention or Intellectual Property Right that is sold, leased, used or under consideration or development by the Company). You will promptly disclose and provide all of the foregoing Inventions (the "**Assigned Inventions**") to the Company.

7.4 You hereby irrevocably, absolutely and perpetually assign the Assigned Inventions, and your worldwide rights, including Intellectual Property Rights, that subsist in you to the Company free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957 of India (as amended), any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein shall revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any such assignment, pursuant to Section 19A of the Copyright Act, 1957. You waive all your rights pertaining to such Inventions, which may not be assignable or transferable in law. You hereby undertake that no future claims, actions or demands will lie in respect of such waived rights pertaining to the Inventions, which may not be assignable or transferable in law. Assigned Inventions shall not include any Invention (i) that you develop entirely on your own time; (ii) without use of any Company assets; and (iii) which is not useful with and does not relate to any Company Interest.

7.5 You represent and warrant that you will not use or integrate any third-party materials or data that are not validly licensed to the Company in the Inventions that you generate. You further represent and warrant that you have not violated the intellectual property rights of any third party, and that you shall not violate the intellectual property rights of any third party in the course of your employment with Company. Provided that, in the event the Company is held liable for your violation of any intellectual property rights, you undertake to indemnify the Company or Affiliate as the case may be, against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting therefrom.

7.6 You will fully assist the Company, at its expense, to evidence, record and perfect such assignments, and to perfect, obtain, maintain, enforce and defend any rights specified to be so owned or assigned. Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorney to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of Intellectual Property Rights with the same force and effect as if executed and delivered by you. The Company reserves the right to appoint another attorney in lieu of the attorney as appointed hereinabove.

7.7 If you wish to clarify that something created by you prior to your employment that relates to the Company's actual or proposed business is not within the scope of this Agreement, you must list it on **Annexure E**. If (i) you use or disclose any Restricted Materials when acting within the scope of your employment (or otherwise on behalf of the Company), or (ii) any Assigned Invention cannot be fully made, used, reproduced or otherwise exploited without using or violating any Restricted Materials, you hereby grant and agree to grant to the Company a perpetual, irrevocable, worldwide, royalty-free, non-exclusive, sub licensable right and license to exploit and exercise all such Restricted Materials and Intellectual Property rights therein. You will not use or disclose any Restricted Materials for which you are not fully authorized to grant the foregoing license.

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7.8 To the extent allowed by applicable law, the terms of this Paragraph 7 include all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as moral rights, artist's rights, droit moral or the like (collectively, "**Moral Rights**"). To the extent you retain any Moral Rights under applicable law in relation to the Assigned Inventions, you hereby waive such rights, ratify and consent to any action that may be taken with respect to such Moral Rights by or authorized by the Company and agree not to assert any Moral Rights with respect thereto. You will confirm any such waiver, ratification, consent and/or agreement from time to time as requested by the Company.

8. TERMINATION OF EMPLOYMENT AND GARDEN LEAVE

8.1 Following the successful completion of your probationary period, your employment may be terminated at any time by either party by serving the other party, thirty (30) days' notice in writing. If you have given a notice to resign from employment, you are expected and required to diligently serve the entire notice period. The Company may in its sole discretion, pay you in lieu of notice.

8.2 Notwithstanding the provisions of Paragraph 8.1 or anything else to the contrary, the Company may terminate your employment with immediate effect without notice or payment in lieu of notice, for any misconduct including, but not limited to:

a) your fraudulent, dishonest or undisciplined conduct;
b) your willful suppression of material information or misrepresentation or provision pf false information at the time of interview, appointment or during the course of employment.
c) your breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's property;
d) your failure to comply with the directions given to you by your manager or any other authorized person;
e) your insolvency or conviction for a criminal offence or you are found to be involved in any act which is punishable as an offence under the Indian Penal Code, 1860 within or outside the premises of the Company;
f) your breach of the terms or conditions of this Agreement or the Company's policies or other directions of the Company;
g) your abetting a strike in contravention of any law for the time being in force;
h) your unauthorized absence for a continuous period of 10 days from work (including due to unapproved overstay of leave/ training);
i) your conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients; or
j) any other misconduct on your part as provided under applicable law or Company policies.

8.3 In case you are charged with any act of misconduct, you may be suspended from service pending enquiry subject to applicable law.

8.4 Your employment with the Company shall automatically terminate upon your death, or upon your permanent disability, mental or physical illness that impedes your work efficiency and performance.

8.5 You shall retire from the Company upon reaching the age of 60 years. The Company however reserves the right to extend the retirement age. For determination of age, the details in the documents furnished by you at the time of joining will be deemed to be final.

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8.6 The Company shall be entitled to place you on 'garden leave' during any period of notice. During garden leave, you shall continue to be employed by the Company and shall be paid your annual salary and other applicable benefits. The Company reserves its right during garden leave to:

a) cease to vest in or assign to you any powers or duties or to provide any work to you;
b) change your designation or duties as the Company decides appropriate;
c) prevent you contacting or communicating with any current, former or proposed clients, customers, employees, or vendors of the Company;
d) exclude you from the premises of the Company; and/or
e) announce to employees, clients, customers, vendors and other relevant persons of the Company that you have been given notice of termination or have resigned.

8.7 You hereby acknowledge and agree to comply with any conditions laid down by the Company during any applicable period of garden leave and accept that your duties of confidentiality and good faith continue to apply, together with all of the obligations contained in this Agreement.

8.8 The Company may set off any amounts owing and payable by you to the Company at the date of termination against any amount then payable to you by the Company.

8.9 If your employment is terminated by reason of the liquidation of the Company for the purpose of reconstruction, merger, spin-off, acquisition, amalgamation or by reason of any reorganization of the Company or any other corporate action (including a transfer of establishment / unit / undertaking) and if you have been offered employment with the Company succeeding to the Company upon such event on terms no less favorable to you than the terms in effect under this Agreement then, you shall have no legal or contractual claim against the Company by reason of the termination of the employment.

8.10 You hereby agree that if the termination is found to be wrongful by an appropriate court in India, based on a non-appealable order, the maximum liability of the Company shall not exceed your fifteen (15) days' salary and statutory benefits for every year of service, in case the Company does not re-instate your employment.

8.11 Upon termination of your employment with the Company for any reason, the Company may require you to sign a Separation and Release Agreement with the Company at no additional consideration or payment.

9. AUTHORITY TO BIND THE COMPANY

9.1 Unless authorised by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

9.2 You shall not enter into any commitments or dealings on behalf of the Company for which you have no express authority, or alter or be a party to any alteration of any Company principle or policy, or exceed the authority or discretion vested in you without the previous sanction of the Company.

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10. SENSITIVE AND PERSONAL DATA OR INFORMATION

10.1 The Company may, in connection with your employment collect personal data, expressly including sensitive personal data or information ("**SPDI**") relating to you. Such SPDI may be collected from you and some limited SPDI may be recorded directly or indirectly by the Company's internal security systems or by other means.

10.2 By signing this Agreement, you expressly consent to the following: (i) the collection, use, processing and storage of your SPDI; (ii) the transfer worldwide of your SPDI held by the Company to other employees and offices of the Company's Affiliates and to third parties where disclosure to such third parties is required in the normal course of business or by law; (iii) that you shall have read and understood the Company's Privacy Policy, as and when implemented, in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof; (iv) use of your personal image and voice in marketing material, videos, etc.; and (v) treating any personal data to which you have access in the course of your employment strictly in accordance with the Company's policies and procedures and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you.

11. INDEMNITY

You shall indemnify and hold the Company harmless from and against any and all damages, loss, injury or liability for a claim of damage, loss or injury to person or property caused by or resulting from any of your acts or omissions, which constitutes a breach of the terms of your employment.

12. RESTRICTED ACTIVITIES

12.1 Definitions:

a) "**Affiliate**" means any entity that directly or indirectly through one or more intermediaries, controls or is controlled by or is under the common control as that of the Company.

b) "**Business Partner**" means any past, present or prospective customer, vendor, supplier, distributor or other business partner of the Company or any Affiliate with which you have contact during your employment with the Company.

c) "**Cause**" means to recruit, employ, retain or otherwise solicit, induce or influence (or to attempt to do so).

d) "**Solicit**" means to (i) service, take orders from or solicit the business or patronage of any Business Partner for yourself or any other person or entity, (ii) divert, entice or otherwise take away from the Company the business or patronage of any Business Partner, or to attempt to do so, or (iii) to solicit, induce or encourage any Business Partner to terminate or reduce its relationship with the Company.

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12.2 Acknowledgements: You acknowledge and agree that (i) the Company's business is highly competitive, secrecy of the Proprietary and Confidential Information is of the utmost importance to the Company and you will learn and use Proprietary and Confidential Information in performing your work for the Company; and (ii) your position may require you to establish goodwill with Business Partners and employees on behalf of the Company and such goodwill is extremely important to the Company's success.

12.3 Non-Solicitation: You hereby agree and undertake that during the term of your employment with the Company and for a period of one (1) year following the date of termination of your employment with the Company, you shall not, directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function):

a) Cause and/or attempt to Cause any of the Company's existing employees or any person who was employed by the Company within six (6) months prior to such solicitation or any person or organization providing services to or through Company and/or its Affiliates to terminate his/her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or

b) Solicit and/or attempt to Solicit any of the existing or prospective Business Partners to stop doing business with the Company and/or its Affiliates, or to damage in any way their business relationship with the Company and/or its Affiliates or for the provision of substantially the same services provided to such Business Partners by the Company and/or its Affiliates.

12.4 It is agreed by and between the parties that your employment with the Company and the compensation payable to you by the Company shall be sufficient consideration for the restrictions imposed upon you under this Paragraph 13.

12.5 You hereby acknowledge and agree that the limitations as to time and the limitations of the character or nature placed in this Paragraph 13 are reasonable and fair and will not preclude you from earning a livelihood. In addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this Paragraph outweighs any potential harm to you by this Agreement and have given careful consideration to the restraints imposed upon you by this Agreement, and are in full accord as to their necessity for the reasonable and proper protection of the Proprietary and Confidential Information now existing or to be developed in the future. You expressly acknowledge and agree that each and every restraint imposed by this Agreement is reasonable.

12.6 It is expressly understood and agreed by the parties that although you and the Company consider the restrictions contained in this Paragraph 13 to be reasonable, if a final judicial determination is made by a court of competent jurisdiction that any restriction contained in this Agreement is an unenforceable restriction against you, the provisions of this Agreement shall not be rendered void but shall be deemed amended to apply to the maximum extent as such court may judicially determine or indicate to be enforceable. Alternatively, if any court of competent jurisdiction finds that any restriction contained in this Agreement is unenforceable, and such restriction cannot be amended so as to make it enforceable, such finding shall not affect the enforceability of any of the other restrictions contained herein.

12.7 For all purposes of this Paragraph 13, the Company shall be construed to include the Company and its Affiliates.

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13. NON-DISPARAGEMENT

During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company and its Affiliates, and their employees, officers or directors that are reasonably likely to cause damage to any such entity or person.

14. COMPANY POLICIES AND EMPLOYEE MONITORING

14.1 As an employee of the Company, you shall comply with the Company's policies, rules and procedures as implemented and/or amended from time to time during the course of your employment. This expressly includes the policies contained in the Employee Handbook and Code of Conduct]. Violations of the Company's policies may lead to immediate termination of your employment.

14.2 The Company's premises, including all workspaces, furniture, documents, and other tangible materials, and all information technology resources of the Company (including computers, data and other electronic files, and all internet and email) are subject to monitoring, oversight and inspection by the Company at any time. Company employees should have no expectation of privacy with regard to any Company premises, materials, resources, or information.

15. RETURN OF DOCUMENTS AND COMPANY PROPERTY

On termination of your employment, you shall return to the Company all Confidential and Proprietary Information and any other Company documents, files, books, papers, information, memos, compact disks, data files or other computer programs, property and equipment belonging to the Company in your possession or under your control (this includes all Intellectual Property). You will be liable to pay damages including, but not limited to, the cost of any Company property that is not returned to the Company or is returned in damaged condition.

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16. NOTICES

16.1 Any notices, approvals or requests required or permitted to be given hereunder by either party to the other shall be given in writing and delivered: (1) by personal delivery; (2) by bonded courier or by a nationally recognized overnight delivery company; or (3) by electronic facsimile, with confirmation sent by any of the delivery methods in the preceding clauses (1) through (2). Notices shall be deemed given as of the day they are delivered. Notices from either party to the other must be given in writing to the respective addresses of the parties listed below (or to such other addresses as the parties may request in writing by notice given pursuant to this Paragraph (17):

To the Company:

With a copy by email to:
akulkarni@parallelwireless.com

Attention: Abhijeet Kulkarni

To you:
At the address on file with the Company or
by e-mail to: niharika.sr3@gmail.com

16.2 You shall keep the Company informed about your latest postal address at all times and immediately update the Company regarding any change of address.

16.3 Any communication sent to you by the Company at your last known address (as indicated by you) shall be deemed to have been duly served upon you in accordance with this Paragraph.

17. GOVERNING LAW, JURISDICTION AND DISPUTE RESOLUTION

Your employment with the Company shall be governed and construed in accordance with the laws of India. Subject to applicable law, any dispute that may arise with respect to your employment or its terms shall be submitted for resolution by a sole arbitrator appointed as per the rules of the Mumbai Centre for International Arbitration ("**MCIA**"). The arbitration shall be governed by the MCIA Rules and the Indian Arbitration & Conciliation Act, 1996. The award made by the sole arbitrator shall be binding on both parties. The language of the arbitration shall be English. The venue and seat of the arbitration shall be Bengaluru . You agree to sign such further documents as required by the Company for the purposes of resolving any dispute by way of arbitration.

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Notwithstanding the aforesaid provision on arbitration, in the event of your breach or apprehended breach of any of the provisions this this Agreement, the Company shall be entitled, in addition to all other remedies, to an injunction, whether interlocutory or preliminary, restraining any such breach, without recourse to arbitration.

18. REPRESENTATIONS AND WARRANTIES

You hereby represent to the Company that:

a) you are and shall continue to be legally permitted to reside and be employed in India;
b) you have reviewed the terms and conditions of this Agreement and that you understand the terms, purposes and effects of the same;
c) you have accepted the terms and conditions of this Agreement only after having had the opportunity to seek clarifications;
d) you have not been subjected to duress or undue influence of any kind to accept the terms and conditions of this Agreement and these terms and conditions will not impose an undue hardship upon you;
e) you have accepted the terms and conditions of this Agreement of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees;
f) the terms and conditions of this Agreement are in all respects reasonable and necessary to protect the legitimate business interests of the Company;
g) you have all requisite power and authority, and do not require the consent of any third party to accept our offer; and
h) you are not bound by any employment contract, restrictive covenant or other restriction preventing you from entering into employment with or carrying out your responsibilities for the Company, or which is in any way inconsistent with the terms and conditions terms of this Agreement.

Agreed and accepted:

Sign: DocuSigned by: Niharika Shobha Raju E5F6009D340347D...

Name: **Niharika Shobha Raju**

Date: February 8, 2021

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

ANNEXURE B

List of Documents to be submitted at the time of hire

Documents to be submitted: To HR

a) Photocopies of the degree certificates and mark sheets
b) Photocopy of the relieving letter and experience certificate given by the earlier employer
c) Photocopy of identity proof (Driving license, any other document) and passport copy.
d) Photocopy of Passport:(In case the employee does not hold a passport the same should be applied for)
e) Hard copy of the Resume
f) 2 Passport size photographs.
g) Photocopy of the PAN card: (In case the employee does not have a PAN card the same should be applied for)

Declarations/Proofs: To Finance

a) Submit the soft copy of the investment declaration proof to Finance.
b) To declare the percentage to be contributed to provident fund by e-mail to Finance and previous PF no. if any.
c) Bank Account details
d) Proof for the amount paid for relocation as per the details mentioned in the offer letter if applicable. : (To be submitted before the 20th of the relevant month in which the employee joins)

Parallel Wireless India Pvt Limited
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Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

ANNEXURE C

Job Summary for Software Engineer

- Design and development of new features on 3G /BTS/nodeB/eNodbe
- writing system and design specification and unit test plan
- Taking the ownership of the feature and work with cross functional teams to successful delivery of the feature
- Understanding of end to end scenario and troubleshooting/fixing of field and QA reported issues

Job Location : Bengaluru

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

ANNEXURE D
TOTAL COST TO COMPANY

Your Salary break-up is as follows:

Employee Name	**Niharika Shobha Raju**		
CTC per annum	**INR 6,00,000**		
Designation	**Software engineer**		
Monthly Components	**Monthly Salary (INR)**	**Annual Salary (INR)**	**Description**
Basic	20,000	2,40,000	40% of Gross pay
House Rent allowance	10,000	1,20,000	50% of Basic pay
Special Allowance	13,317	1,59,800	Balance or the residual Pay
Total Monthly Salary (A)	**43,317**	**5,19,800**	
Annual Components			
Leave Travel Allowance	2,083	25,000	Up to a max of INR 100,000 - twice in a block of 4 years ; Else 10% of Basic Amount ; which ever is lower.
Food Allowance	2,200	26,400	INR 26,400 per annum
Total (B)	**4,283**	**51,400**	
Total Fixed Pay (A+B)	**47,600**	**5,71,200**	
Retiral Benefit			
Provident Fund	2,400	28,800	12% of Basic pay
NPS Employer's Contribution	0	0	10% of Basic pay; if employee wish to opt for
Total (C)	**2,400**	**28,800**	
Total Fixed Pay (A+B+C)	**50,000**	**6,00,000**	
Cost to Company (A+B+C)	**50,000**	**6,00,000**	

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DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

Additional Benefits	
Gratuity	Calculated @ 4.81% of the basic salary. Gratuity becomes payable under the rules of the scheme, on the cessation of employment and will be based on your period of continuous employment.
Group Medical Insurance	A family floater covering for employee, spouse, 1 set of dependent parents (or in-laws) and 2 children up to INR 5 lakhs
Group Personal Accident Insurance	Employees are covered max up to INR 10 lakhs as per standard policy guidelines
Group Term Life Insurance	Employees are covered max up to INR 50 lakhs (or 10 x times fixed CTC whichever is lower) as per standard policy guidelines
Internet bill reimbursements	Up to Rs. 24,000/- per annum
* “Additional Benefits” described above are subject to change at the Company’s discretion	

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DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

ANNEXURE E

PRIOR INVENTIONS

TO: **Parallel Wireless India Private Limited**

FROM: _____

DATE: _____

SUBJECT: Intellectual Property

1. Except as listed in Section 2 below, the following is a complete list of all inventions or improvements relevant to the subject matter of my employment by Parallel Wireless India Private Limited (the "**Company**"), that have been made or conceived or first reduced to practice by me alone or jointly with others prior to my engagement by the Company:

   ☐ No inventions or improvements.

   ☐ See below:

_____

_____

_____

   ☐ Additional sheets attached.

2. Due to a prior confidentiality agreement, I cannot complete the disclosure under Section 1 above with respect to inventions or improvements generally listed below, the proprietary rights and duty of confidentiality with respect to which I owe to the following party (ies):

	Invention or Improvement	Party (ies)	Relationship
1.			
2.			
3.			

☐ Additional sheets attached.

DocuSigned by:
Mharika Shobha Raju
E5F6009D340347D...

Signature

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: B1E98490-2622-42C4-9B75-2E62B70BA58A

Parallel Wireless India Pvt Limited
5th Floor, Ferns Icon, Survey No.28 &36/5,
Doddanakundi, Next to Akme Ballet, Off Outer Ring Road, Bengaluru – 560 037
www.parallelwireless.com, email: info@parallelwireless.com

DocuSign Envelope ID: 8927783E-5B07-444E-8FCF-C19E737C755C

PhonePe

04 Feb 2020

Madhav M Sullad,

Dear Madhav,

Congratulations!!

After a rigorous process of selection we are pleased to offer you the position of an **Intern** with For PhonePe Private Limited ("**PhonePe**" or the "**Company**") as per the terms of reference given below at our **Bangalore** office.

Your internship will commence on **10 Feb 2020**,

For this position, you will be paid a Stipend of INR **30,000 (Rupees Thirty Thousand Only)** per month (subject to deduction on leaves)

PhonePe, you will soon discover, is all about people - the best people. This offer comes to you as the culmination of a rigorous selection process and you are sure to find a challenging peer group at Flipkart. We are positive you will find the work environment stimulating and conducive to helping you realize your professional goals.

We trust our relationship will be guided by a quest for excellence in all facets of our interactions as well as based on a foundation of mutual respect and sincerity in all dealings.

Please endorse your acceptance by duly signing the duplicate copy of this letter at the earliest.

Welcome aboard!

Sincere Regards
For **PhonePe Private Limited**

DocuSigned by:
Supriya Sudhakaran
17C095605B024C3...
Supriya Sudhakaran
Senior Manager

ACCEPTANCE

I accept internship with the Company under the terms set forth in this letter:

Name: **Madhav M Sullad**
Signature:

DocuSigned by:
F6821E0AEFE9465...

ENG16CS026

pramata®

5th Floor, Salarpuria Citadel
No.3, Hosur Main Road, Adugodi, Bangalore 560030
Phone: +91.80.6717.5500

CIN Number: U74140 KA2005 PTC036893

Internship Offer Letter

To: Rohit Ranjan

Following your successful completion of our selection process, we are happy to offer you an Internship in our Company as detailed below:

Position Offered	:	**Software Engineer - Intern**
Internship Duration	:	**6 months** (or until final exam results are announced)
Stipend (Per Month)	:	**Rs.25, 000** (Twenty Five Thousand only) (less Professional Tax of Rs.200/- per month)
Date of Joining	:	10:30 AM on Wednesday, **15th Jan, 2020**

A notice period of seven (7) days will be applicable for termination of services by either side during the internship period.

Please indicate your acceptance of this offer by email latest by 6 PM on Friday, **22nd Nov, 2019.** Should you need any clarification, please contact the undersigned at **Cell # 63619 35912.**

Copies of Documents to bring at joining time (mandatory) along with Originals for verification:

1. PAN & Aadhar card (Mandatory)
2. Certificates & Marks Cards starting from Std. X **(1 set)**
3. Passport / Driving License, Address Proof **(2 sets)**
4. 4 passport photographs

Pramata HR Team

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Fri, Nov 22, 2019 at 1:34 PM
Subject: Prodapt Offered Candidate
To: <farheen29shagufta@gmail.com>
Cc: dsi_placement <dsi_placement@yahoo.com>, DSI Placement <placement1@dayanandasagar.edu>, DSI Placement <placement2@dayanandasagar.edu>, Ramesh Babu <placementdsatm@gmail.com>, Gopal S S <ssgopal@dsu.edu.in>

Dear Student

FYI, Kindly go through the following mail.

ENG16CS0041	FARHEEN SHAGUFTA

Regards
Placement Team
DSI
---------- Forwarded message ---------
From: **Jeyapriya Kumaresan** <jeyapriya.kumar@firstnaukri.com>
Date: Fri, Nov 22, 2019 at 12:04 PM
Subject: Prodapt Offered Candidate
To: placement@dayanandasagar.edu <placement@dayanandasagar.edu>, Abinaya Vasuki T <abinayavasuki.t@prodapt.com>
Cc: Suresh S <suresh.s@firstnaukri.com>, Akbar Ali <akbar.ali@firstnaukri.com>, Vinod K <vinod.k@firstnaukri.com>, Vyshak Nair <vyshak.nair@firstnaukri.com>

Dear Sir,

ENG16CS0041

Greetings from Firstnaukri.com!!!

Please find below offered candidates Detail. Selected student will receive their offer letter as soon as possible. Kindly make sure below offered candidate should join the company as per the mentioned dates in the offered letter.

Name Of the Candidate	Email	Mobile No.	U.G. Institute 1	UG Spec	C
Farheen shagufta	farheen29shagufta@gmail.com	8050598234	School of Engineering - Dayananda Sagar University	CS	4

Please call or revert in case of any queries

Regards,

K.Jeyapriya | Associate Senior Executive Sales Support

Mobile-6364911281/080-40439012

Firstnaukri.com (A Division of Naukri.com)

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear Ankita chourasia,

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear Sunitha,

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

QuEST
BORN TO ENGINEER

Intent to offer Employment

Dear Harshitha B.S,

Congratulations on your selection with QuEST! We look forward to you joining our growth journey as world's leading engineering services provider.

We are pleased to let you know that we intend to make you an offer of Employment for the role of Trainee Engineer with QuEST Global Engineering Services Pvt. Ltd.

- **Total Cost to Company (TCTC):** INR 3.54 LPA
- **Bonus :** INR 25000 (On completion of a year)
- **Location:** All QuEST Global offices (as per business requirement)
- **Working Hours :** 47.5 hours/week (9.5 hours/day)
- **Bond:** 2 years

You will be entitled to allowances and other benefits as per QuEST Policies. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check.
- Completion of your course program with an aggregate of 65% and no standing arrears on the Date of Joining

As per QuEST's hiring process we would conduct a detailed background verification check of all the information & documents submitted by you.

For any clarifications, offer acceptance, joining confirmation & BGC form please write back to: university.relations@quest-global.com

We eagerly look forward to welcome you at QuEST.

PS: This Offer stands cancelled in case of any discrepancy found during the Background Verification or based on Academic credentials.

For QuEST Global

20/11/2019

HARSHITHA.B.S

***Disclaimer:** The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with QuEST will be shared separately as a formal offer one month prior to your date of joining.*

Scanned by CamScanner

QUEST
BORN TO ENGINEER

Annexure - I
Compensation & Benefit Details

Items	Monthly Salary (Amount in Rs.)	Annual Salary (Amount in Rs.)
Monthly Salary Components		
(A) Basic Salary	15,000	180,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	1,600	0
(D) Leave Travel Allowance (LTA)	-	0
(E) Food Coupon	-	0
(F) Telephone/Internet Allowance	-	0
(G) Medical Reimbursement	-	0
(H) Other Allowance*	3,155	37,860
(I) MONTHLY GROSS SALARY : (I = A+B+C+D+E+F+G+H)	20,405	244,860
Retirement Benefits		
(J) PF	1,800	21,600
(K) Gratuity	722	8,664
(L) RETIREMENT BENEFITS : (L = J+K)	2,522	30,264
Benefits		
(M) Medical Insurance Premium	673	8076
(N) BONUS/Ex.GRATIA	1400	16800
(O) Fixed Compensation : (O = I+L+M+N)	25,000	300000
Other Benefits		
(P)Shift Allowance ***		54000
(Q) TOTAL COST TO COMPANY (TCC) : (Q = O+P)		354,000

A one-time joining bonus of **INR 25,000** shall be paid upon successful completion of one year service with QuEST.

*Other Allowance includes optional contributions towards NPS and Car Lease.

The tax exemption aspects of sodexo vouchers or food coupons fall under the ambit of Income Tax Act. These coupons are usable only for meal or snacks or non–alcoholic beverages during working hours at office or business premises or only at the eating joints. Sodexo coupons are not transferrable.

HARSHITHA.B.S

Scanned by CamScanner

QUEST

BORN TO ENGINEER

**Total Variable Pay includes components aligned to QuEST performance, Unit or Department performance and Individual Performance. This is governed by the variable pay policy for the year.

***Shift Allowance will be paid as per the applicable policy. The amount mentioned above is the allowance paid for working in shifts and not during the training period. In case of any changes, it will be governed by the policy.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band, the amount will change accordingly in case of Band change.
-Onsite & Shift Allowance will be paid as per the applicable policy.

You are eligible for benefits coverage as per QuEST Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of INR **300000**
- Group Personal Accident Insurance cover of INR **1000000**
- Group Term Life Insurance cover of INR **1500000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

Declaration: All aspects of QuEST policies provided in this document are intended to provide indicative details. For Policy details, please refer to QuEST QMS on intranet. The ownership and right for implementation of these policies rests with QuEST alone. QuEST reserves the right to make changes to the policies, including but not limited to withdrawal of the same, from time to time with or without prior notice

HARSHITHA. B. S

Scanned by CamScanner

August, 2019

採用通知書・労働条件通知書

Offer Letter of Employment and Working Conditions

株式会社シナプスイノベーション

Synapse Innovation Inc.

大阪府大阪市北区堂島2-2-2

2-2-2, Dojima, Kita-ku, Osaka-shi, Osaka

Dear Aayusi

この度は、弊社の IT Engineer の求人にご応募頂きありがとうございました。

貴殿を採用する事を決定致しましたので、お知らせ致します。

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致します。

但し、署名をしたとしても、以下のいずれかに該当した時は貴殿との雇用契約は成立しないものとします。

（1） 在留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） 提出書類に虚偽の記載をしていたことが発覚した場合

Thank you for your employment application for the following position.

We are delighted to extend this offer of employment to you as the position of IT Engineer

Please take time to review this summary of terms and conditions for your anticipated employment with us.

Kindly note that it also includes a list of necessary documents to be submitted upon your acceptance of this offer.

However, the employment contract will be invalid in the following cases.

（1） In case of appropreate COE(Certificate Of Eligibility)is not issued by the Immigration Bureau of Japan.

（2） In case of VISA is not issued by embassy of Japan (or representative office) in your country.

（3） In case of any false representation in submitted documents are detected.

※このオファーレターの英語版と日本語版とに不一致がある場合、日本語版が優先されるものとします。

※If this English version of the offer letter does not conform to Japanese versions, the Japanese version shall prevail.

※この内定通知の返答期限は通知から 3 日以内とし、返答が遅れる場合は必ず弊社担当へ連絡をする事。

※You have to answer whether you accept the offer in 3 days.

In case you will be late for the date, you have to inform the person in charge of the delay

CEO of Synapse Innovation Inc. 藤本繁夫 (President's Signature/代表署名)

下記労働条件を了承し貴社への入社を受諾致します。

I accept the offer as outlined below.

Aayusi (Signature/内定者署名) 17/08/2019 (Date/内定受諾日)

please give us your decision by Aug 19th (Mon) @ 12:00 pm.

SONY

Sony India Software Centre Private Limited

Registered Office: 2nd Floor South Wing, Tower 2, Hibiscus, Embassy Tech Village (SEZ)
Outer Ring Road (ORR), Devarabesanehalli, Varthur Hobli, Bangalore - 560 103, Karnataka, India.
Tel : +91-80-67078500 Fax : +91-80-67078999
CIN : U72200KA2011PTC061471

Date : 18-Oct-2019

Ms. Srinisha S
#7/1, 2nd floor, 6th Cross, Venkateswara Layout, Bangalore

Dear Srinisha,

We are pleased to offer you employment with us as 'Trainee Software Engineer' in Grade 'G2a' subject to your acceptance of the following terms and conditions.

1. TRAINING

You would undergo training as 'Trainee Software Engineer' for duration of 12 months starting from date of joining at Sony India Software Centre Private Limited (SISCPL), Bangalore. The duration may be extended at the discretion of the management.

2. REMUNERATION

You shall receive a compensation of Rs.6,00,000/- (Rupees Six Lakhs Only) per annum as shown in Annexure A.

3. HOURS OF WORK

You need to work 9 hours per day including 45 minutes lunch break.

4. STATUTORY HOLIDAYS

You shall be entitled for holidays as per the company calendar.

5. DUTIES

During your employment with the Company, you shall not undertake any other employment, assignment, business, etc. without the prior permission from the management and you shall devote your whole time to the faithful and diligent performance of your duties.

You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you from time to time by the management and will not perform acts which are not befitting your position and which will in any manner adversely affect the reputation of the Company. You may have to work in shifts as per the necessity of work.

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

6. CONFIDENTIALITY AND FIDELITY

You shall not, either during or after your employment with us, either by word of mouth or otherwise, divulge particulars or details of our business process, technical know-how, security arrangements, administrative and/or other organisational matters of confidential and secret nature which may be your personal privilege to know by virtue of your employment with us and you shall both during and after your employment with us take all reasonable precautions to keep all such information secret. In consideration of your gaining sensitive information about the business, affairs, operations, processes of the Company, you also hereby undertake, agree and covenant with the Company that you will not for a period of two (2) years from the date of cessation/termination of your employment with the Company take any employment with the competitor of the Company (engaged in the development of software). You will also be required to enter into Intellectual Property & Confidential Information Non-Disclosure Agreement with the company.

7. RULES AND REGULATIONS

You will not enter into any commitment of dealing on behalf of the management for which you have no express authority, nor alter or be a party to any such alteration of any principle or policy of the Management or exceed the authority or discretion vested in you without the prior sanction of the Company or those in authority over you.

You will be responsible for the safekeeping and return in good conditions all of our property, which may be in your use, custody or charge.

If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or on termination of your employment.

That upon the termination of your employment, you will return to the Company all papers and documents or other property which may at that time be in your possession, relating to the business or affairs of the Company or any of its associates or branches and will not retain any copies or extract there from.

You will keep us informed in writing of any change in your residential address, civil or marital status and such other matters.

8. TAXATION

You shall be solely responsible for the payment of all Government and/or other taxes and dues on your compensation, and the management shall be entitled to deduct the taxes as per law.

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

9. TERMINATION

a) The Company shall be entitled to terminate the employment at any time without notice or payment in lieu of notice, If

(i) Your work is found unsatisfactory or if you neglect your duties or if you are found dishonest or guilty of any misconduct in the opinion of the Company or such other officer as may be authorized by the Company in this behalf, or

(ii) You refuse or neglect to comply with lawful order given to you by the head of department or such officer as may be authorized by the Company or your superior.

b) The Trainee shall not at any time after termination of this agreement directly or indirectly

(i) Represent as one connected with business of the Company.

(ii) Use or disclose to any person, firm or company any information concerning the Employer's business, or of its customer.

This offer is valid subject to submission of all documents mentioned in Annexure D of the offer letter on your date of joining, you being medically fit and satisfactory background verification report. Medical and Background verification reports will be retained in our records, which will be accessible to authorize persons only.

Please confirm your acceptance of the above terms and conditions by signing and returning the duplicate of this letter to the Company

We take this opportunity to welcome you to our organisation and wish you every success in your training.

Yours Sincerely,

For, Sony India Software Centre Private Limited

Siva Murugan Sermakani
Senior Manager - Talent Acquisition

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Annexure A

Name: Ms. Srinisha S
Designation: Trainee Software Engineer
Grade: G2a

Compensation Structure

Components	Amount (In Rs.)
Annual Entitlements	
Basic	1,86,000
House Rent Allowance	74,400
Special Allowance	197,280
Total Per Annum (A)	**457,680**
Flexible Compensation Plan (FCP)*	60,000
Provident Fund (PF)	22,320
Total Per Annum (B)	**82,320**
Total Gross (A+B)	**540,000**
Annual Variable Pay Baseline (C) **	**60,000**
Total Annual CTC (A+B+C)	**600,000**

In addition to the above, you will be eligible for Gratuity, Medical and Personal Accident Insurance coverage.

* Flexible Compensation Plan (FCP) comprises of several components as detailed in Annexure B

** Variable Pay will depend on the Company's and Individual's performance during the financial year and will be paid out as per the company policy (refer to Annexure C).

Yours sincerely,

For, Sony India Software Centre Private Limited

Confirmed and Accepted

Siva Murugan Sermakani
Senior Manager - Talent Acquisition

Date:

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Annexure B

Flexible Compensation Plan:
Flexible Compensation Plan (FCP) is part of Annual Gross Salary, which allows employees to choose various tax beneficial components from the offered list in their appointment letter, depending upon their personal preferences and tax liabilities. Participation in FCP is optional.

If you are interested in utilizing benefits under FCP, you will be required to declare the amount under each of the components chosen, subject to maximum limit specified for each component.

If you are not interested to participate under FCP, you have to declare the same. The undeclared FCP component will be paid along with your monthly salary.

FCP comprises of Leave Travel Assistance (LTA), Books and / Periodicals & Professional Development Reimbursement, Medical Reimbursement, Telephone Reimbursement and Food Voucher. The maximum limits on various FCP components are as per the company guidelines as detailed below.

Flexible Compensation Plan - Components	Maximum Limit
Food Voucher	Rs. 25,000/-
Books and / Periodicals & Professional Development Reimbursement	Rs. 10,000/-
Medical Reimbursement	Rs. 15,000/-
Telephone Reimbursement	Rs. 24,000/-
LTA	Rs. 50,000/-

Note: The total FCP declaration under different components should not exceed the FCP amount mentioned in Annexure A.

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Annexure C

Variable Pay:
The salary structure comprises of Variable Pay. Variable Pay is a part of total compensation and is designed to support high performance work culture.

Variable Pay is paid based on parameters like- Employee Performance, Division Performance, Global KPI and Company Financial Index as relevant to grade and division.

Eligibility:
Employees joining the organization will get variable pay paid proportionately for the period from the date of joining to the cycle last date (March 31st or September 30th).
Employees who have spent only 3 months or less will be considered for 100% payout as the time spent by then in the organization is very little or a formal evaluation.
Employees resigning the organization will get the variable pay if they have completed the full term of 6 months (March 31st or September 30th).

Pay out date: Variable Pay will be paid in the month of June and December along with monthly salary, every year proportionate to the period spent in the Organization.

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Annexure D

List of Documents to be submitted to HR:

You are requested to bring along with you the following documents in original (2 copies each) on the date of joining and hand over the same to the HR:

1. Employee Application Form (duly filled)
2. Employment Verification Form (duly filled)
3. Recent passport size photographs with White Background – 5 Nos.
4. Education Certificates:
   a. 10th Standard
   b. 12th Standard
   c. Mark sheet of all semesters
   d. Provisional certificate from college
   e. Other certificate if any
5. Copy of Passport
6. Copy of PAN Card
7. Copy of Aadhar Card

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Sony India Software Centre Private Limited

Registered Office: 2nd Floor South Wing, Tower 2, Hibiscus, Embassy Tech Village (SEZ)
Outer Ring Road (ORR), Devarabesanehalli, Varthur Hobli, Bangalore - 560 103, Karnataka, India.
Tel : +91-80-67078500 Fax : +91-80-67078999
CIN : U72200KA2011PTC061471

Annexure E

To,
The Relationship Manager,
Fortis Hospitals Ltd, Bangalore

Dear Sir / Madam,

Sub : Pre-Employment Medical Check-Up

We are hereby referring Ms. Soinisha S .....for pre-employment Medical Check-up. We request you to complete the pre-employment medical check-up in any of the following locations:

SAKRA WORLD HOSPITAL (A UNIT OF TAKSHASILA HOSPITAL OPERATING PRIVATE LIMITED)
52/2 & 52/3, Devarabeesanahalli, Varthur Hobli, Opposite Intel, Outer Ring Road,
Marathahalli, Bangalore-560103,

For appointment, contact Phone: 080- 49694969 or Mobile: +91- 7899755408

Please send the bill to the following address:

Sony India Software Centre Private Limited (SISCPL), 2nd Floor, Tower 2 B, Hibiscus, Embassy Tech Village, Outer Ring Road, Devarabisanahalli, Varthur Hobli,
Bangalore – 560 037; Tel. No.: +91 80 6707 8500

Yours sincerely,

For, Sony India Software Centre Private Limited

Siva Murugan Sermakani
Senior Manager - Talent Acquisition

Note: *Instructions for the candidate.*

1. *Take prior appointment for Pre-Employment Medical Check-Up.*
2. *Fill in the feedback form given by the hospital (Mandatory)*

For any query please contact Ms.Anu from Sakra Hospitals : +91-7899755408

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service

SONY

Sony India Software Centre Private Limited

Registered Office: 2nd Floor South Wing, Tower 2, Hibiscus, Embassy Tech Village (SEZ)
Outer Ring Road (ORR), Devarabesanehalli, Varthur Hobli, Bangalore - 560 103, Karnataka, India.
Tel : +91-80-67078500 Fax : +91-80-67078999
CIN : U72200KA2011PTC061471

Date : 18-Oct-2019

Ms. Srinisha S
#7/1, 2nd floor, 6th Cross, Venkateswara Layout, Bangalore

Dear Srinisha,

We are pleased to inform that you will be paid Joining Bonus of Rs.25,000/- (Rupees Twenty Five Thousand Only).This amount will be repayable to the company in case of discontinuation of employment with the organization within 12 months from the date of joining.

You are required to join our organization during 2nd Quarter of 2020 at the below provided address

Sony India Software Centre Private Limited (SISCPL)
Embassy Tech Village, Hibiscus (2-B), Tower 2, 2nd Floor
Outer Ring Road, Devarabesanahalli, Varthur Hobli
Bangalore – 560 037
Tel. No.: +91 80 6707 8500

Please confirm your acceptance of the above terms and conditions by signing and returning the duplicate of this letter to the company.

We look forward for a long and rewarding association with us.

Yours sincerely,

For, Sony India Software Centre Private Limited

Siva Murugan Sermakani
Senior Manager- Talent Acquisition

Please maintain strict confidentially of the terms and conditions of your employment. You are advised that the Management takes a very serious view of such disclosure and you will be liable for disciplinary action for breach of this condition of service.

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ENG/16/50163

SPRINKLR OFFER

sprinklr

PRIVATE AND CONFIDENTIAL

Srikanth Varma
the Bangalore

24 June 2020

Dear Srikanth,

We are pleased to offer you the position of **Product Support Engineer** with Sprinklr India Private Limited. (the Company). The Company is a group company of Sprinklr, Inc. (USA) with registered office in **Bangalore** India and sets forth the terms and conditions of that employment.

a) Your appointment will be effective upon the signing of the employment contract and shall be based on the first day of your employment.

b) Subject to successful background verification, we anticipate your start on **August 03, 2020**.

c) Place of work – You will be based in **Bangalore**. However, your services are transferable to any place in the country or abroad or to any of the company's associate or its subsidiary client location either for a temporary or permanent period in the future which may be required for the company's business. You will report to such persona as may be designated by the company from time to time. Refusal to re-locate could be regarded as Voluntary resignation for the purposes of this agreement and internal policies of the Company.

d) During the period of your employment, you shall devote your entire working time for or at the direction of the Company or its affiliates. You will not simultaneously take up any other work for remuneration (Part time or otherwise).

Salary / Compensation

Your initial salary will be at the rate of **Rs. 5,50,000 /-(Five Lakhs Fifty Thousand Only)**per year 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.

Your Annual Gross Compensation will be as set forth on the Compensation Breakup Exhibit. You are solely responsible for filing return, declarations and implications arising thereof for all personal & income tax purposes and will be governed by the tax laws.

The Company reserves the right to withhold tax at source from any component of your compensation as required by applicable law. The Company shall provide you with evidence of such tax deduction in the manner and within the timeframe required by applicable law. Your compensation is based on your qualification, skill sets and overall experience. Therefore, the

Tel: +1707 – 276 – 6362
Email: info@sprinklr.com
Twitter: @sprinklr
Website: www.sprinklr.com

3rd Floor, East Wing, Building No.3
Block B, 77[0] Town Centre
Off HAL Airport Road, Yamlur PO
Bangalore – 560 037

9th Floor, 901A
Block A, IRIS Tech Park
Sector 48, Sohna Road
Gurgaon – 122 002

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SPRINKLR OFFER

sprinklr

Annexure "A"

Compensation Breakup

SPRINKLR INDIA PVT LTD	
Break-up of CTC Per Annum	**Rs.5,50,000**
Basic	**1,83,333**
Dearness Allowance	**91,667**
HRA	**1,10,000**
***Special Allowances**	**1,43,400**
Employer's Contribution to PF	**21,600**
Total	**5,50,000**

** Special Allowance includes all the eligible Flexi-components. Please refer to PeopleWorks payroll system for your eligible Flexi-Components to avail Income-tax benefit.*

Tel: +1707 – 276 – 6362
Email: info@sprinklr.com
Twitter: @sprinklr
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, Sohna Road
Gurgaon – 122 002

ENG16CS0001 ✓

From: **Rekha Y** <rekhay@tataelxsi.co.in>
Date: Wed, May 29, 2019 at 12:53 PM
Subject: Final Selects and Joining Procedure: PDC & Pre-connect Program
To: placement@dayanandasagar.edu

Dear Nagesh,

Greetings !!

Please find the final select students list.
The selected candidates should meet our criteria.

- Eligibility Criteria
  - 70% and above in 10th and 12th / Diploma
  - 65% or 6.50 CGPA above in B.E / B.Tech
  - The final select should not have any backlog at the time joining.

Full Name	Mobile	EmailId1	Gender	Dob	Education	Specialization
Shrenik Mahendra	91-9845617297	shrenik2912@gmail.com	Male	1998-Dec-29	B.E	Electronics & Communication Engineering
Karunesh Lnu	91-8496858348	karuneshv1998@gmail.com	Male	1998-May-03	B.E	Electronics & Communication Engineering
Mukesh Balaganchi Raja	91-8277705674	mukemukesh1998@gmail.com	Male	1998-Apr-08	B.E	Electronics & Communication Engineering
Prakriti Agarwal	91-7847852440	prakritiagarwal20@gmail.com	Female	1998-Apr-11	B.E	Information Science Engineering
Rakesh Patilms	91-8970626604	rakeshpatilsmrp@gmail.com	Male	1999-Jun-03	B.E	Computer Science & Engineering
Sourabh S Kulkarni	91-8050419963	sourabh.kulkarni641998@gmail.com	Male	1998-Apr-06	B.E	Computer Science & Engineering
Manasa Pillegowda	91-8197839809	manasabp04@gmail.com	Female	1998-Oct-19	B.Tech	Computer Science & Engineering
A Akshita Jain	91-9844123447	akshitajain4598@gmail.com	Female	1998-May-04	B.Tech	Computer Science & Engineering

Regards
Rekha

Talent Acquisitions
Tata Elxsi
ITPB Road, Whitefield
Bangalore -560048
Contact : 080 -2297 9662

ENG16CS0001

ENG CS0077

From: **Rekha Y** <rekhay@tataelxsi.co.in>
Date: Wed, May 29, 2019 at 12:53 PM
Subject: Final Selects and Joining Procedure: PDC & Pre-connect Program
To: placement@dayanandasagar.edu

Dear Nagesh,

Greetings !!

Please find the final select students list.
The selected candidates should meet our criteria.

- Eligibility Criteria
  - 70% and above in 10th and 12th / Diploma
  - 65% or 6.50 CGPA above in B.E / B.Tech
  - The final select should not have any backlog at the time joining.

Full Name	Mobile	EmailId1	Gender	Dob	Education	Specialization
Shrenik Mahendra	91-9845617297	shrenik2912@gmail.com	Male	1998-Dec-29	B.E	Electronics & Communication Engineering
Karunesh Lnu	91-8496858348	karuneshv1998@gmail.com	Male	1998-May-03	B.E	Electronics & Communication Engineering
Mukesh Balaganchi Raja	91-8277705674	mukemukesh1998@gmail.com	Male	1998-Apr-08	B.E	Electronics & Communication Engineering
Prakriti Agarwal	91-7847852440	prakritiagarwal20@gmail.com	Female	1998-Apr-11	B.E	Information Science Engineering
Rakesh Patilms	91-8970626604	rakeshpatilsmrp@gmail.com	Male	1999-Jun-03	B.E	Computer Science & Engineering
Sourabh S Kulkarni	91-8050419963	sourabh.kulkarni641998@gmail.com	Male	1998-Apr-06	B.E	Computer Science & Engineering
Manasa Pillegowda	91-8197839809	manasabp04@gmail.com	Female	1998-Oct-19	B.Tech	Computer Science & Engineering
A Akshita Jain	91-9844123447	akshitajain4598@gmail.com	Female	1998-May-04	B.Tech	Computer Science & Engineering

Regards
Rekha

Talent Acquisitions
Tata Elxsi
ITPB Road, Whitefield
Bangalore -560048
Contact : 080 -2297 9662

ENG 16 CS077

ENG16CS 002

Offer: Computer Consultancy
Ref: TCSL/DT20195220679/Bangalore
Date: 01/10/2019

Mr. Alen S Thomas
#2591st Main, 3rd Cross,
Jakkasandra Extension, Koramangala 1st Block,
Bangalore-560034,
Karnataka.
Tel# 91-9901901406

Dear Alen S Thomas,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL).You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **7,00,024/-** per annum, as per the terms and conditions set out herein.Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

TATA CONSULTANCY SERVICES
VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

4. **Personal Allowance**
   You will be eligible for a monthly personal allowance of INR **21,175/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of INR **4,000/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Performance Bonus
Your Performance Bonus will be INR **3,000/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Performance Bonus is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR **400/-** per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR **70,000/-** payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

TATA CONSULTANCY SERVICES
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Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

GROSS SALARY SHEET

Annexure 1

Name	Alen S Thomas
Designation	Systems Engineer
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	13,000	1,56,000
Bouquet Of Benefits #	29,258	3,51,100
2) Performance Pay		
Monthly Performance Pay	4,000	48,000
Performance Bonus*	3,000	36,000
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,560	18,720
Gratuity	625	7,504
Total of Annual Components & Retirals	2,185	34,124
Retention Incentive	NA	70,000
TOTAL GROSS	51,843	7,00,024
Xplore/ Learning Incentive**		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,500	78,000
Leave Travel Assistance	1,083	13,000
Food Card	500	6,000
Personal Allowance	21,175	2,54,100
GROSS BOUQUET OF BENEFITS	29,258	3,51,100

TATA CONSULTANCY SERVICES
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Offer: Computer Consultancy
Ref: TCSL/DT20195257748/Bangalore
Date: 13/09/2019

Ms. Fathima Banu
#152Madina Nagar,Mangammanapalya,
Bommanahalli,
Bangalore-560068,
Karnataka.
Tel# 91-9663070804

Dear Fathima Banu,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TATA CONSULTANCY SERVICES
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Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

TATA CONSULTANCY SERVICES
VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,
  address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Fathima Banu**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure 2

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

ENG16CS0090

Offer: Computer Consultancy
Ref: TCSL/DT20195414398/Bangalore
Date: 13/09/2019

Mr. Neeraj B M
14339th Main, 4th Cross,
Btm 2nd Stage,
Bengaluru-560068,
Karnataka.
Tel# -

Dear Neeraj B M,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹**3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of ₹**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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GROSS SALARY SHEET Annexure 1

Name	Neeraj B M
Designation	Assistant System Engineer-Trainee
Institute Name	Dayanand Sagar Col. Of Engg., Bangalore

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**	-	
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Offer: Computer Consultancy
Ref: TCSL/DT20184328928/Bangalore
Date: 12/09/2019

Mr. Shamanth Bm
#710th Cross,Kadirenahalli Circle,
Bsk 2nd Stage,
Bangalore-560070,
Karnataka.
Tel# -

Dear Shamanth Bm,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

Based on your performance in TCS Flagship Contest and the subsequent interviews, we are pleased to make you a differential offer. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,024/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹13,000/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹6,500/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹21,175/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹4,000/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹3,000/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹400/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Course Completion Requirements**
   Your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

3. **Probation Period**
   You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory.

4. **Working Hours**
   Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

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5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Overseas International Assignment Agreement**
If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

11. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

12. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

13. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

14. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

15. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

16. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit

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and / or any other permissions and / or documentation as prescribed by the Government of India.

17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

18. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

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- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

19. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

20. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

21. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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22. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Shamanth Bm**
Designation	**Systems Engineer**
Institute Name	**Dayanand Sagar Col. Of Engg., Bangalore**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	13,000	1,56,000
Bouquet Of Benefits #	29,258	3,51,100
2) Performance Pay**		
Monthly Performance Pay	4,000	48,000
Quarterly Variable Allowance*	3,000	36,000
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,560	18,720
Gratuity	625	7,504
Total of Annual Components & Retirals	2,185	34,124
Retention Incentive	NA	70,000
TOTAL GROSS	51,843	7,00,024
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,500	78,000
Leave Travel Assistance	1,083	13,000
Food Card	500	6,000
Personal Allowance	21,175	2,54,100
GROSS BOUQUET OF BENEFITS	29,258	3,51,100

TATA CONSULTANCY SERVICES
VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Annexure 2

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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ENG16CS0145

採,
Offer Letter of E.

te(日付) Sep. 03. 2019

hMagic株式会社
echMagic K.K.
木タワー401
. Minato-ku, Tokyo

Dear Shalini Anand

この度は、弊社の ソフトウェアエンジニア/ロボットエ. 頂きありがとうございました。
貴殿を採用する事を決定致しましたので、お知らせ致しま
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致 す。
但し、署名をしたとしても、以下のいずれかに該当した時は貴殿との雇用契約は
成立しないものとします。

（1） 在留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） 提出書類に虚偽の記載をしていたことが発覚した場合

Thank you for your employment application for the following position.
We are delighted to extend this offer of employment to you as the position of
Software Engineer/Robot Engineer
Please take time to review this summary of terms and conditions for your anticipated employment with us.
Kindly note that it also includes a list of necessary documents
to be submitted upon your acceptance of this offer.
However, the employment contract will be invalid in the following cases.

（1） In case of appropreate COE(Certificate Of Eligibility)is not issued
by the Immigration Bureau of Japan.
（2） In case of VISA is not issued by embassy of Japan
(or representative office) in your country.
（3） In case of any false representation in submitted documents are detected.

※このオファーレターの英語版と日本語版とに不一致がある場合、日本語版が優先されるものとします。
※If this English version of the offer letter does not conform to Japanese versions, the Japanese version shall prevail.
※この内定通知の返答期限は通知から 7 日以内とし、返答が遅れる場合は必ず弊社担当へ連絡をする事。
※You have to answer whether you accept the offer in 7 days.
In case you will be late for the date, you have to inform the person in charge of the delay

Yuji Shiraki Shiraki (President's Signature/代表署名)
Chief Exective Officer

下記労働条件を了承し貴社への入社を受諾致します。
I accept the offer as outlined below.

Shalini Anand (Signature/内定者署名) 03 Sep 2019 (Date/内定受諾日)

労働条件 Working Condition

雇用タイプ Employment Type	正社員 Full-Time Employee	雇用期間 Term of Employment	期間の定めなし Permanent
職務内容 Duties	Food-Techベンチャー企業でのソフトウェアエンジニア/ロボットエンジニア Software engineer/Robot Engineer in a Food-Tech venture		
就業場所 Place of Employment	東京都港区西麻布3-2-21 センチュリオン六本木タワー401 3 -2 -21 Centurion Roppongi Tower 401, Nishi-Azabu, Minato-ku, Tokyo		
就業開始日 Starting Date	2020年 10月 1日 1 /October /2019 (date/month/year) ※TBD 就業開始日はビザ取得及び日本語習得状況により変動の可能性がある。 Starting date is subject to change due to progress of visa application and Japanese language study.		
試用期間 Probational Time	3 ヶ月間 ※期間内の待遇の変化なし 3 months *No change in conditions within the period		
始業・就業時間 Working Hours	裁量労働制 始業 AM10:00 終業 PM7:00 を基本とし、労働者の決定に委ねる。 Discretionary labor system: As determined by workers based on Opening AM10:00 Closing PM7:00 詳細は、就業規則による。 Details are stipulated in the Rules of Employment.		
所定時間外労働 Extra Working Hours	所定時間外労働の有無 (有) 無 Presence of over time work. (Yes) No		
休日及び勤務日 Days off and Working Days	①定例日：毎週 土、日曜日、国民の休日（日本） Regular days off: Every Sat,Sunday, Japanese National Holiday. ②その他の休暇：年末年始、夏季休暇、会社の定める休日 Other holidays: New Year Holiday, Summer Vacation,designated holidays.		
年次有給休暇 Annual Paid Leave	6 ヶ月継続勤務した場合： 10 日 Those working continuously for 6 months or more 10 Days		
賃金 Wage	①基本給 Basic Wage ※概算額 Estimate Amount 年俸額 Annual Salary 40 LPA INR 円/JPY ※ボーナスを含む *Including Bonus 月額 Monthly Salary 3.33L INR 円/JPY 手取り額 Net Salary 円/JPY		

ENG16CS0057
ENG16CS0158

---------- Forwarded message ---------
From: Vaishnavi Nair
Date: Tue, Jan 21, 2020, 13:46
Subject: RE: Selects of Techmahindra Pool Drive
To: 'Nagesh P'<dsi_placement@yahoo.com>

Dear Nagesh,

Greetings

We are pleased to inform you that following are the selects from Pool drive conducted.

USER_ID	NAME
1811TM0002	ROHIT M
1811TM0006	VINAYAK MATHAPATI
1811TM0008	PAVITHRA D
1811TM0015	ASHIN CHACKO
1811TM0038	NIVETHA S
1811TM0044	JAYASHREE T
1811TM0050	HARINI
1811TM0077	NISHITHA
1811TM0081	SAMSON WILLIAMS
1811TM0103	CHRISTINA VARGHESE
1811TM0132	MANISH G
1811TM0134	SRINIDHI KANDKUR
1811TM0140	ANDREW HANSDAK
1811TM0153	SOWMIYA KANAGARAM

—ENG16CS0057

Documents:

Candidates need to carry two copies for each of the following mandatory documents. Kindly carry the originals copies too for verification:

- Xth/SSC Certificate & Mark sheets
- XIIth/HSC or /Intermediate Certificate & Mark sheets
- Degree Certificate & Semester/year-wise Mark sheets
- Any other Certificate with supporting documents – if related to tech skill certification programme/course
- Valid Passport (if held)
- PAN Card/ Aadhaar Card (If Held)
- CV/Resume.

We don't visit a college with any restriction on the numbers to be selected – both minimum and maximum. Our aim will be to visit minimum number of colleges and select all those who meet our standards. The selection process is transparent where the TPO and Principal can be present anytime during the course of the evaluation process till final selection.

Please acknowledge and feel free to revert to us in case you need any more information or clarification on above aspects.

Regards

Vaishnavi Nair| RMG Campus Team | Tech Mahindra Ltd
Plot No. 45 – 47 | KIADB Industrial Area

Electronic City - Phase - II | Bangalore-560100 | INDIA.

Contact : +91-9810530453

Email: vn00626560@techmahindra.com

www.techmahindra.com

Tech Mahindra

ENG16CS0057
ENG16CS0158

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Regards

Vaishnavi Nair| RMG Campus Team | Tech Mahindra Ltd
Plot No. 45 – 47 | KIADB Industrial Area

Electronic City - Phase - II | Bangalore-560100 | INDIA.

Contact : +91-9810530453

Email: vn00626560@techmahindra.com

www.techmahindra.com

Tech Mahindra

technicolor

Creative Studios

Private & Confidential

Date: 25 November 2021

To,
P Prem Chand
GID: 236357

Appointment Letter

Dear Prem,

We are pleased to offer you employment in the position of **DI Engineer-Junior** with Technicolor India Private Limited (hereinafter referred as the "**Company**") as per the employment terms and conditions stated below:

1. Appointment

(a) Your date of appointment is effective from the date of joining **6 December 2021**. Please read this offer of employment carefully before you agree to its terms by signing it. The offer sets forth certain important benefits, terms and conditions related to your employment with the Company. Please send your acceptance to this offer by return email. Based on your written request, your joining date may be extended at the sole discretion of the Company. The Company reserves the right to extend your date of joining, due to change in business requirement, at its sole discretion. This offer shall lapse, if your written acceptance of this offer letter is not received by the Company or if you do not join the company on the agreed date of joining.

2. Compensation

(a) You will be paid a fixed base pay ("**Fixed Base Pay**") of INR. **330,000**/- per annum.

(b) The break-up of your Fixed Base Pay into basic salary, allowances, benefits and perquisites (collectively referred as "compensation" or "salary") is set forth in annexure - I to this letter. You will be governed by the policy, rules and procedures of the Company in respect of such compensation. The Company reserves the right to change the structure, amount, eligibility and terms of such compensation at its sole discretion.

(c) Your compensation will be reviewed periodically as per Company policy.

(d) Changes in your compensation are discretionary and will be subject to and on basis of effective performance and results during the period and other relevant criteria. You will

appreciate that information relating to your compensation is strictly confidential and hence request you to maintain this confidentiality.

(e) Your compensation shall be subject to the deduction of all governmental and local taxes, contribution, etc. in accordance with applicable laws, including tax on perquisite value.

3. Probation

You will be placed on probation for a period of six months from the date of your appointment, which may be extended by the Company at its sole discretion. Your services at the end of the probation period shall be treated as confirmed, unless specifically extended by the Company in writing.

4. Place of Work

Your place of work will be in the Bangalore office. However, should a need arise you may be transferred or expected to travel to any other location, department, and function, branch, subsidiary or an affiliate of the Company.

5. Working hours

(a) Your normal office hours are from 9:00 am to 6:30 pm, Monday to Friday, inclusive.

(b) The Company reserves the right to require you to work outside your normal working hours if necessary, in furtherance of your duties. You may be required to work in shift in accordance with the Company's shift policy.

6. Responsibilities

(a) In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and devote your entire working time, abilities and efforts to such responsibilities and ensure results.

(b) During your employment, you will not engage in any activity or investment that conflicts with the Company's interest, occupies your attention so as to interfere with the proper and efficient performance of responsibilities or interfere with the independent exercise of your judgment in the Company's best interests

(c) Please ensure that you comply with the Company's policies as they form an integral part of the terms of your employment with the Company. 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 basic and new policies may be introduced from time to time. As and when this happens, the Company will notify you and you will be required to comply with the same.

7. Work Authorization

If you need an employment visa to work in India, this appointment shall not have any effect unless you have obtained the employment visa and if granted, shall be subject to the terms of the visa granted by the Indian Government. In the event your employment visa is not extended within the validity of the initial employment visa, your employment shall terminate automatically and without further notice on the last day of the initial employment visa period. You agree to forthwith inform the non-grant of extension of your employment visa to the Company.

8. Non – disclosure obligations

At all times during and after your employment, you will hold in strictest confidence and not use for your own purposes or the purposes of others or disclose any (i) Confidential, Proprietary Information or Trade Secrets (Collectively "**confidential information**") of the Company; and (ii) any information that the Company has received from others that it is obligated to treat as confidential, to any person, firm or corporation. You will not disclose confidential information to other employees of the Company except on a need to know basis and you will not disclose third party confidential information except as permitted by the relevant agreement between the Company and such third party. Confidential information shall mean all data and information in whatever form, tangible or intangible, that is not generally known to the public and that relates to the business, technology, products, product development plans, business strategy, services, solutions, research, licensing, marketing, sales, finance, budgets, or legal affairs of the Company, its customers or any third party providing information to or doing business with the Company. Confidential Information of a third party may be defined in the relevant agreement between the Company and the third party in which case such definition shall govern. In the event of any doubt regarding what constitutes confidential information, you shall consult your manager.

9. Assignment of Inventions

You will make prompt and full disclosure to the Company, will hold in trust for the sole benefit of the Company and assign to the Company all your rights, title and interest in and to all inventions, discoveries, designs, developments, improvements, copyrightable materials and trade secrets (collectively "**Inventions**"), which are conceived, developed, authored, reduced to practice or otherwise produced by you during your employment with the Company, solely or jointly with others, and as such, shall be deemed to be a work made in the course of employment under the contract of service. Your obligation to assign shall not apply to any invention about which we believe or it is determined that (i) they are developed entirely on your time; (ii) no input or resources of the Company were used in its development; and (iii) that cannot be deemed to be a work made in the course of employment under the contract of service.

Excluded and Licensed Inventions. All Inventions belonging to you and made by you prior to your employment with the Company are attached hereto which are excluded from this letter. If

you use or incorporate any such Invention during the course of your employment or permit the Company to use or incorporate such invention, you assign to the Company an exclusive, royalty free, worldwide, irrevocable right to exercise all rights with respect to such Invention, in perpetuity. The Company shall have the rights assigned to it and for the term stated in the preceding sentence notwithstanding that the Company has not exercised the rights assigned to it within one year from the date of assignment. You agree that you shall do all further things that may be reasonably necessary or desirable in order to give full effect to the rights and title of the Company in respect of the foregoing.

10. Non-Solicitation

You agree for a period of one year after cessation of your employment with the Company, not to solicit, induce or attempt to induce any employee of the Company, directly or indirectly, to terminate employment with the Company and become self-employed or employed with others. You agree that this is necessary and reasonable restriction for protecting the Company's business interests.

11. Return of Company property

Any and all memoranda, notes, records, books, other documents, art works, art assets, circular, files, items of equipment, laptops, parts of PC of the Company made or composed by you or which might be supplied/ made available to you in connection with your work during the term of your employment with the Company, containing any confidential information (as defined herein) shall at all times remain the property of the Company and shall be returned to the Company forthwith upon your ceasing to be in the Company's employment or at any other time at the request of the Company.

Further, you undertake to return any keys, access cards, credit card, identification card, laptop, RAS key and other property or equipment belonging to the Company, forthwith upon your ceasing to be in the Company's employment.

12. Right of Set-Off

If you become indebted to the Company or any money is due to the Company from you (including overpayments made to you) for any reason including without limitation unpaid card expenses, phone bills, misuse or misappropriation of the Company's assets, the Company has the right to set-off of such outstanding amount from the amount due and payable to you.

13. Notice of Change

Any change in your personal information including residential address, marital status, number of children and education qualification should be notified to the Company in writing within seven days. Any notice required to be given to you shall be deemed to have been duly and properly

given if delivered to you personally or sent by post at your last address as recorded in the Company's records.

14. Sensitive Personal Data or Information

You are informed that the Company collects your personal data in the context of payroll, career management processes, administrative staff management, and work organization. For more information regarding the processing of personal data by the Company, please read annexure - II to this letter. You acknowledge that, in the context of your work for the Company, you may access certain information, which may include personal data as defined under applicable laws, such as the name, the address, email address, identity number or any other information that enables to directly or indirectly identify an employee, a client, a service provider or any other natural person whose personal data is collected by the Company. You undertake to process personal data that you have access to in the course of your employment only under the Company's directives and for the sole purpose of carrying out your work duties. For this purpose, you will maintain at any moment the confidentiality and the security of the data you may access and will process the data in accordance with applicable laws along with the security policies adopted by the Company. These policies are accessible on the intranet at the following address: https://security.technicolor.com/Pages/Policies.aspx.

You undertake to read and abide by the following policies:

- Acceptable Use Policy
- Data Protection Policies

In particular, you undertake not to use personal data other than for what is necessary to perform your duties as an employee of the Company.

15. Exclusivity / Prior Commitment

You agree to work exclusively for the Company, within the context of the responsibilities defined above, and not to accept or perform any other paid/ unpaid employment or consulting in addition to this, even temporary. You represent and warrant to the Company that (i) you are not subject to/party to any covenants, agreements or restrictions, including without limitation, any covenants, agreements or restrictions arising out of any prior employments or independent contractor relationships, which would be breached or violated by your execution of this letter or performance of your duties hereunder; (ii) you will not bring onto the Company's premises or use or incorporate any unpublished document or any property belonging to past employers without their written consent; and (iii) that there is no order of any court or other authority disqualifying you for employment under this letter.

16. Jurisdiction

The jurisdiction concerning your present employment will be exclusively with the courts in Bangalore which you undertake to not contest. The appointment shall be governed by and interpreted in accordance with the laws of India. This letter including the policies and other documents referenced herein sets forth the entire agreement between you and the Company concerning the subject matter of this letter and it cannot be modified, save as expressly stated herein, without an amendment thereto signed by you and the Company. If a court declares any provision void, such provision will be severed from this letter, and the remaining provisions shall remain in full force and effect.

17. Termination of Employment

(a) You are entitled to receive from the Company and required to give the Company the following period of notice, in writing, to terminate your employment without cause, such notice, in each case, to expire as stated below:-

(i) During the probation period, either party may terminate this letter by giving **30 Days**' notice in writing or payment in lieu of salary. However, the Company reserves the right not to accept payment in lieu of notice and at its sole discretion and enforce the notice period.

(ii) Post your probation period, either party may terminate this letter by giving **60 Days**' notice in writing or payment in lieu of salary. However, the Company reserves the right not to accept payment in lieu of notice and at its sole discretion and enforce the notice period.

(b) In any event (unless mutually agreed in writing), your employment will automatically end on your reaching the Company's retirement age. The retirement age of a full-time employee is 58 years.

(c) Your employment is liable to be terminated forthwith by the Company without prior notice if, any information given by you in your employment verification form or in connection with your appointment is at any time found to be false, or any material particulars are suppressed.

(d) Further the Company reserves the right to terminate your services without any notice or salary in lieu thereof for misconduct, negligence of duty, disloyalty, dishonesty, indiscipline, disobedience, irregular attendance, long period of absence from duty due to ill-health, infirmity or accident or inefficiency as compared to other employees.

(e) The Company may also immediately and without notice terminate you from employment in case you (i) commit a crime involving moral turpitude, theft, fraud or deceit; (ii) conduct that has an adverse effect on the Company's reputation; or (iii) conduct unbecoming of the office or position you hold.

(f) If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

a. Return to work within three days of the commencement of such absence: and

b. Give a written explanation to the satisfaction of your manager regarding such absence.

18. Verification

This offer is made on the condition that no adverse information is obtained during reference checks with your previous employer/s, background check and validation of experience and educational qualification submitted by you.

We take pleasure in welcoming you to our Company and looking forward to a mutually beneficial association.

With best wishes,

Yours truly,
For Technicolor India Private Limited

Jimmy Kuriakose
Head of People Partner – India & Australia

technicolor
Creative Studios

Annexure I:

1. Compensation Structure

These entitlements shall cease upon cessation of your employment with the Company. These entitlements may also cease if you need to take long-termed personal leave of absence. Please check with your local HR team for details.

Component	Amount per annum (INR)	Amount per month (INR)
Basic Salary	1,89,600.00	15,800.00
House Rent Allowance (HRA)	75,840.00	6,320.00
EPF - Employer Contribution	22,752.00	1,896.00
Gratuity Contribution	9,120.00	760.00
Special Allowance	32,688.00	2,724.00
Fixed Base Pay	**3,30,000.00**	**27,500.00**

2. Gratuity

The Company will set aside 4.81% of your basic salary towards gratuity per annum. Gratuity will be payable in line with the statutory provisions, upon separation, superannuation, retirement, or resignation from the company, subject to completion of minimum of five years of employment with the Company in accordance with applicable law.

In case the total period of continuous service is less than five years, the amount of gratuity (and as revised from time to time), as accumulated up to your last day with the Company, shall be paid to you at the time of your superannuation, retirement, or resignation.

3. Provident Fund

You will contribute 12% of your actual monthly basic salary component towards provident fund. The Company will also contribute the similar amount towards provident fund and this amount is part of your Fixed Base Pay.

Annexure II:

EMPLOYEES' NOTICE REGARDING THE PROCESSING OF PERSONAL DATA

For the purpose of annexure II, Company is referred to as either "**Technicolor**", "**we**" or "**our**".

Please note that since May 2018, a new European Regulation regarding the protection of personal data has improved the data subjects' rights, i.e. the Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

Technicolor takes this new Regulation very seriously and wishes to inform you about the existence and respect of your rights when Technicolor processes your personal data, but also to inform you about the obligations that apply to all employees who access or process personal data.

In an effort to comply, Technicolor hereby reminds you of the existence of the Data Security and Protection Policies enforced by the Company. These policies are accessible on the intranet at the following address: https://security.technicolor.com/Pages/Policies.aspx. Each employee commits to reading and abiding by the following policies:

- Acceptable Use Policy
- Data Protection Policies

In particular, you undertake not to use personal data beyond the scope that is necessary for the performance of your duties as an employee of Technicolor. Moreover, we inform you that Technicolor collects your personal data in the context of payroll, career management processes, administrative management of personnel, and work organization. In this context, Technicolor may use technical means in order to process your personal data and to ensure its security. Technicolor, as a data controller, processes your personal data for the aforementioned purposes and in compliance with applicable laws. As a general rule, we process your personal data where necessary for the performance of the employment contract or to comply with our legal obligations as an employer (such as to carry out obligatory social declarations to public bodies). Without your personal data, we will neither be able to perform the work agreement nor comply with our legal obligations. Furthermore, in some instances, we may process your personal data where we have a legitimate interest in doing so (for example to carry out statistical studies on our employees or for the general conduct of our activities).

We also inform you that your personal data will only be accessible to the human resources department, the IT department, the security teams and the finance department, as well as payroll administration companies and to any other subcontractor for staff management, IT systems and security purposes, that are hired by Technicolor, and to our partners as part of collaborative or business transfer. Your personal data is only accessible by these services, subcontractors and

partners for the sole purpose of ensuring the optimal running of human resources tools, associated financial assessments, to comply with our obligations to you, and to ensure your personal data's security. Your personal data is collected and stored for a limited duration, necessary and proportionate for the purpose of the processing and in compliance with applicable laws. In any event, your personal data is stored for the maximum legal period of five years after the end of your employment contract. Technicolor is part of Technicolor S.A., a multinational group, established in several countries around the world, including some countries outside the European Union. As a result, your personal data may be transferred or made accessible to the IT, HR, security or finance teams of other group entities. Such access and transfers are governed by an intragroup agreement which secures access to and transfer of all personal data within the group in accordance with applicable laws. When your personal data is transferred to subcontractors outside of the European Union, Technicolor will sign the Standard Contractual Clauses approved by the European Commission with these subcontractors.

Please note that under the new Regulation, you have the right to object to the processing of your personal data, provided that you have a legitimate reason, specific to your particular situation. You also have the right to access your personal data, and to ask for their rectification when your personal data is inaccurate. You can also ask for the deletion or the portability of your personal data, as well as the restriction of the processing of your personal data, under specific legal requirements. Lastly, you have the right to lodge a complaint at any time with the competent data protection authority.

In this regard, if you have any questions regarding the processing of your personal data, or if you wish to obtain more information or to exercise your rights, you can contact the data protection officer or the service relating to the data protection by sending an email to: EU_privacy@technicolor.com

For more information, please visit the Data Protection Officer intranet at the following address: http://eu-privacy.technicolor.com

Joining Formalities:

Email us the below mentioned Mandatory Documents upon acceptance of this contract

a. Education Documents (10th Grade and your highest qualification mark sheets. Consolidated into one single PDF)
b. Previous employment relieving letters (all Relieving Letters and/or Resignation acceptance emails consolidated into one single PDF)
c. Recent Passport size photograph
d. Copy of your Permanent Account Number (PAN), Aadhar Card and Universal Account Number (UAN) Card is a must. This is required for processing of salary

Instructions to email:

- DO NOT Zip the file. Send the documents ONLY in PDF format and in no other format like Google Drive, ShareIn Box, etc.
- Email the documents to hrindiadoc@technicolor.com
- Write your Full Name as per your Aadhaar Card followed by the GID available on your appointment letter (1st Page) on the subject line of the email For Example: MANU MOHAN 123456

I have carefully read and understood the terms and conditions mentioned above. I accept all the terms and conditions of this offer of employment. I shall commence employment with effect from **6 December 2021.**

Signature:

Email: premchandsidrokk@gmail.com

ThoughtClan Technologies Pvt. Ltd.
#410, 12th Main, Mysore Bank Colony,
Banashankari I Stage, Srinivasanagar,
Bangalore – 560050
CIN: U72900KA2016PTC086102.

23-Sep-2019

SUBJECT: Offer of Employment at ThoughtClan Technologies Private Limited

Dear Nayan Kumar Pati,

We are pleased to offer you the position of Software Engineer with ThoughtClan Technologies Private Limited (hereafter referred to as ThoughtClan). Your intended start date is on 1-Jul-2020 at Bangalore. Your gross annual salary of Rs. 4,50,000 (Rupees Four Lakhs Fifty thousands only) payable on a monthly basis as follows:

	Monthly	**Annual**
Total Salary (Gross)	Rs. 37,500	Rs. 4,50,000

The above salary covers all components of salary including employer and employee contribution to Provident fund.

EMOLUMENTS	**Amount Rs. (PM)**	**DEDUCTIONS**	**Amount Rs. (PM)**
Basic Salary	18,750	Professional Tax (PT)	200
House Rent Allowance	7,500	Provident Fund - Employee Contribution	1,800
Conveyance	1,600	Provident Fund - Employer Contribution	1,800
Medical Reimbursement	1,250	Income tax (TDS)**	0
LTA	1,875		
Special Allowance	6,525		
		Total Deductions	3,800
Gross Pay	**37,500**	**Net Pay**	**33,700**

The terms and conditions of the offer are as follows:

01. **Probationary Period:** You will be on probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. You could get confirmed before the probation period gets over as well, based on your performance.
02. **Notice Period:** During probation, your services can be terminated within one month's notice or by salary thereof on either side. On confirmation as a regular employee, you will be required to give three month's notice or salary thereof in case you decide to leave our services subject to the Company's discretion; in the event of you having any incomplete assignment, the Company will have the discretion to

relieve you only at the end of the three-month notice period. Similarly, the Company can terminate your services by giving three month's notice or salary thereof.

03. **Transfer:** Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time, compensation applicable to a specific location will be payable to you.
04. **Other Terms & 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 ThoughtClan. 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.
05. **Leave:** An employee is entitled to 20 days of Privilege leave in a year, out of which 10 leaves can carry forward to the next year. Leave account shall be for the calendar year, i.e. January to December.
06. **Company's health insurance scheme:** We provide health insurance for all our confirmed employees, their spouses, **parents** and kids. It covers all pre-existing medical conditions and does not have any waiting period for any diseases
07. **Advance Salary:** Every employee is eligible for 1 month advance salary payment which shall be recoverable in 6 equal interest free installments. It is for the purpose of emergency or contingency situations only.
08. **Disclosure:** If any information furnished by you in your application for employment or during the selection process in time during your employment to be incorrect or false, and/or if you have suppressed material information qualifications and experience, the Company may terminate your services without notice or compensation.

Kindly confirm your acceptance via email to harish@thoughtclan.com. Please note that in case of failure to do so, this offer of employment with ThoughtClan should be considered withdrawn.

Please bring the following documents on the joining date and reach office by 10 AM to ensure smooth onboarding and induction.

a. Class 10 (or equivalent) Marks Sheet(s)
b. Class 12 (or equivalent) Marks Sheet(s)
c. Graduation Marks Sheet(s)
d. Final Graduation Degree Certificate
e. Post Graduation Marks Sheet(s) (if applicable)
f. Diploma Certificate (if applicable)
g. Relieving letter / experience letter (in case you are already employed) from 2 previous employers (as applicable)
h. ID Proof

In a world where innovation is indispensable and the pace of change is absolutely tremendous, we hope you are as excited as we are to work together on challenging

enriching projects. We welcome you to the ThoughtClan family and we are delighted to have you as part of our team.

Looking forward to a mutually fulfilling association with you.

Regards,

Santhosh G.S.
Human Resource Department,
ThoughtClan Technologies Private Limited,
Bangalore, Karnataka, India

Mindtree
A Larsen & Toubro Group Company

Date:24-Mar-2020

To

Pratik Jha
BANGALORE

Dear Pratik Jha,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.

2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an ENGINEER in the competency Level C1 subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 65% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

2.4. Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

2.5. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you will be governed by the rules, regulations and policies of Mindtree which will be in force from time to time

2.6. You shall also execute a Service Agreement along with a surety undertaking to serve the Company for a minimum period of 24 months. Please go through the terms and conditions enclosed in Annexure A and also the terms and conditions stated in the specimen of the Service Agreement.

2.7. You shall bring with you the following documents at the time of reporting for Training at Mindtree, Kalinga, Bhubaneshwar, for completing the joining formalities.

- Signed Service Agreement in originals
- 10th, 12th and graduation (all semesters) mark sheets originals and 2 sets of photocopies
- Degree completion/provisional certificate originals and 2 sets of photocopies
- Pan card originals and 2 photocopies
- Aadhaar card originals and 2 photocopies
- Voter ID / Driving license originals and 2 photocopies
- 4 passport size photographs

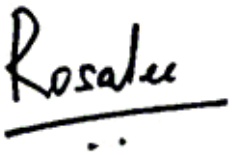
If the above terms and conditions are acceptable, you may confirm your acceptance by digitally signing this offer within 5 days from the date of receipt of this mail and offer document.

If you have any questions or need any clarification, please do not hesitate to contact us at campus@mindtree.com.

We wish you a long and successful career with Mindtree.

I personally look forward to working with you soon.

Thank you,
For Mindtree Limited



Rosalee M Kombial
Vice President-People Function

PRATIK JHA (Mar 25, 2020)

Mindtree
A Larsen & Toubro Group Company

Enclosed: Annexure to your Offer of Employment

Acceptance of the offer

I, Pratik Jha, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	Pratik Jha PRATIK JHA (Mar 25, 2020)
Your Name in Capital letters	PRATIK JHA

Annexure 1

Compensation stack during the Orchard Learning Program **(from the date of joining till the date of confirmation)**

Name : **Pratik Jha**

Competency : **C1**

Designation : **ENGINEER**

Stipend : **INR 22,000 per month**.

Payment will be after deduction of below amount from the monthly stipend:

- **INR 6000** per month covering for accommodation on twin share basis on a subsidized cost (excluding food expenses)
- Food expenses will have to be borne by you.
- Premium for Insurance which is **INR 550 per month**.
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining. The following are the coverage for 2020 - 2021 for your reference. You will get more details on joining.

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 400,000 per annum per family.Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.

Mindtree
A Larsen & Toubro Group Company

Annexure 2

Compensation stack effective from the date of confirmation

Name : Pratik Jha

Competency : C1

Designation : ENGINEER

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

Basic	180,000
HRA	89,916
Provident Fund	21,600
Gratuity	8,640
Insurance Benefits*	6,600
Allowance in Lieu of Reimbursement	1,248
Annual Gross	**308,004**
Bonus**	42,000
Annual Cost to Company	**350,004**

*The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

Additionally, you will be provided with the following options for enhancing your coverage under GMC.

- You will be given an option to increase the coverage from INR 400,000. Top up options with additional/higher insurance coverage are available as per policy. If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.

- You will be given an option to coveryour Parents or Parents-in-law.If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

**The bonus component per annum is 12% of CTC. The payout will be governed by the Bonus plan applicable for the respective year. More details of the plan will be available on joining. The actual amount payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

PRATIK JHA (Mar 25, 2020)

Annexure - 3

Terms and conditions of the Offer of Training and Employment

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of **joining for convenience and identification.**

2. The term, 'the Company' refers to Mindtree Limited.

3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time **and shall have to be read along with the rules, regulations and policies of the Company.**

4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment,Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 1 and 2, Service Agreement (Annexure 3) and Mindtree Kalinga Code of Conduct (Annexure 4). **You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.**

5. You are requested to contact the People Function for any clarifications on policies/rules/regulations, which are applicable to you. **Salary details are personal to you and you are expected to keep them confidential.** We expect you to keep the salary details confidential at all times.

6. Orchard Learning Program

6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.

6.2 Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.

6.4 You will be continuously assessed and given feedback by experts throughout the learning program. You will be provided opportunities to demonstrate the acquired capabilities on skills such as Communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you through a Learning Advisory Document.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

separately. Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

7. Confirmation of Employment

7.1 Upon confirmation, your designation will be ENGINEER and in the competency of C1 will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 The Service Agreement signed by your guarantor, witnesses and you is in effect from your date of joining.

7.3 All confirmations will be aligned to the 16th of the same month or 1st day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1st to 15th during the month of September 2016, the date of confirmation will be 16-Sept-2016 or if you successfully complete the Orchard Learning Program any day between 16th to 30th of September 2016, the date of confirmation will be 01-Oct-2016.

7.4 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program.

7.5 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.6 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, Service Agreement etc., are not complied with.

7.7 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

Prakk Jha
PRATIK JHA (Mar 25, 2020)

8. Compensation and benefits

8.1 During the Orchard learning program, you will be paid a stipend of INR 22,000 per month. Please refer Annexure 1 for details. On successful completion of the Orchard learning program, your employment with Mindtree stands confirmed. On confirmation, your total compensation would be INR 350,004.00 per annum Please refer to Annexure 2 for details. All payouts are aligned to salary payout, which is the last working day of the month, unless otherwise mentioned. Any payment will be after deduction of applicable taxes prevailing at the time of payout.

8.2 You will be covered under insurance from the date of joining, as detailed in Annexure 1.

8.3 You will be eligible for relocation benefits for the relocation from Mindtree Kalinga to your work location, as per the existing relocation policies for Campus Minds.

8.4 The performance management and career progression will be as per the existing policies.

8.5 You will not be eligible for any loans or advances during the Orchard Learning Program. You will be required to be on the rolls of the Company and not serving the notice period, for you to be eligible for sanction of loans and salary advance, payment of year-end payout component of bonus, compensation revisions, promotions etc. You will have to refund any amounts received by you when you are not entitled for the same.

8.6 Duration of unpaid vacations will not be considered while the Company is computing the tenure for benefits like gratuity, compensation revisions, promotions etc. which have a tenure eligibility component, amongst other criteria.

9. Vacation and leave

9.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

9.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

9.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

10. Termination of employment

10.1 During Orchard Learning Program

a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations.

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures as listed in the Service Agreement and return of the Mindtree assets, within two working days.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

10.2. After confirmation

a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of **three (3)months**, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree, including the amount mentioned in the Service Agreement if last date of employment is within 2 years from the date of joining. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & fixed components(as applicable), in your compensation at the time of termination of your employment.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

10.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment

a) On termination of your employment for any reason, you shall comply with the Service Agreement, and with Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.

b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.

c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

11 Nature of employment

11.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct and if it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be termination without any notice, salary or payment in lieu of notice. **The Company reserves right to have your back ground check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.**

11.2 The employment at Mindtree is exclusive and you shall devote your full time for discharging the roles and responsibilities entrusted to you. You shall not take up any employment part-time or full time for consideration or on honorary basis without the prior written consent of Mindtree either during Orchard Learning Program or after your confirmation.

12 Other Agreements :

You may be required to sign necessary agreements with Mindtree and its clients as required and complete various formalities as per those agreements at the time of joining and during the tenure with the Company. You may also be required to sign other agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

On the date of joining at Mindtree Kalinga Bhubaneshwar, you shall execute a Service Agreement. The Acceptance of terms and conditions of the offer of Appointment shall be deemed as your consent to execute the Service Agreement. You should read the Service Agreement and understand your obligations thereof before confirming the acceptance of this Offer. Please note that in the event that the terms and conditions of the Service Agreement are not acceptable to you, you should not accept this offer. The signing of the offer letter would be deemed a voluntary and fully evaluated decision to commit the Service Period mentioned in the Service Agreement.

13 Transfer

13.1 You could be transferred to any of other offices/branches/subsidiaries/affiliates, either domestic or abroad, should the need arise. You will abide by the Company's rules, regulations and policies, as may be in effect from time to time with respect to your function, grade or location where you work in.

13.2 On confirmation of your employment through the successful completion of the Orchard Learning Program, relocation from Mindtree Kalinga to the work location will be as per the existing relocation policy for Campus Minds.

14 Retirement and retirement benefits

14.1 Subject to your confirmation after the completion of training at Kalinga, your service in the Company is valid till the date of retirement (last day of the month of your sixtieth birthday). For this purpose the date of birth as declared in the application form for selection, will be treated as final.

14.2 Retirement benefits, i.e. Provident Fund and Gratuity, are effective from the date of confirmation.

14.3 Compliance will be as per the prevailing statutory requirements at any point of your employment with Mindtree.

15 Intellectual property

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or an intellectual property in course of your training or work, such developments will be fully communicated to the Company and the Company will have the full ownership sole right/property of the same. You hereby assign all intellectual property rights and moral rights to Mindtree.

Pratik Jha
PRATIK JHA (Mar 25, 2020)

16 Mindtree's Code of Conduct and Policies

16.1 Mindtree has a 'Code of Conduct' that is applicable during your stay at Mindtree's Global Learning Center at Mindtree Kalinga, Bhubaneswar, for the Orchard program as well as outside of Mindtree at any other Mindtree premises. The Code of Conduct also applies to your tenure with Mindtree after the completion of the training at Kalinga and your employment at Mindtree while at Mindtree location or at a Mindtree customer location.

16.2 You will be requested to sign your acceptance and adhere to these terms upon joining.

16.3 Any subsequent updates of the Policies and Code of Conduct shall automatically apply to your employment with Mindtree. You are required to keep yourself updated at all times of these Policies and Code of Conduct.

17 Tax implication

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

18 Reimbursement of travel expense for joining Mindtree

Expenses incurred by you for joining at Mindtree Kalinga will be borne by you and will not be reimbursed by Mindtree.

19 Personal Safety and conduct

You understand that Kalinga is a residential facility and you shall accordingly upon leaving the campus for your outings or otherwise, have the responsibility of informing your family about your safety and whereabouts. While you are outside the Kalinga Campus or outside a Mindtree premise at your own volition, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3

Pratik Jha
PRATIK JHA (Mar 25, 2020)

Mindtree Offer Letter

Final Audit Report 2020-03-25

Created:	2020-03-24
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWSUD-X6m3ASwfkXvnKKQbraL_YmJ4rEg

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Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
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Waiting for Signature by PRATIK JHA (pratik313der@gmail.com)
2020-03-24 - 11:55:41 AM GMT

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Signature Date: 2020-03-25 - 8:48:41 AM GMT - Time Source: server- IP address: 106.51.22.57

Signed document emailed to Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com), vinay.ramesh@mindtree.com and PRATIK JHA (pratik313der@gmail.com)
2020-03-25 - 8:48:41 AM GMT

VERSE
Ver sé Innovation Private Limited.
The "Ivy", No 692, 16th Main, 6th A Cross, 3rd Block, Koramangala, Bangalore -560 034
www.verse.in
Tel: +91 80 41330239
Email: contact@verse.in

August 31, 2019
Saurabh P Bhandari

Dear Saurabh

Subsequent to the interview you had with us, we are pleased to confirm your offer of Internship with Ver sé Innovation Private Limited (Verse) and offer you the position of Trainee at **Band Level 1.0** in **Bangalore**

Your Internship is expected to commence on **January 2, 2020** and this will be confirmed when the exact date is known and agreed.

Your employment related terms and conditions are in **Annexure 'A'** and the remuneration details are in **Annexure 'B'** of this letter. These terms and conditions supersede any verbal discussions with you regarding your employment.

Please take time to understand your employment package and in addition to the information shown in the annexures, you will also be required to abide by the internal policies that are in force and amended from time to time such as HR policies, confidentiality, other IT related policies and regulations implemented in the Company.

Your employment terms should be treated with the strictest confidence & should you seek any clarification on your employment terms, please contact the HR department.

Please sign at the bottom of this letter as your acknowledgement to accept this offer of employment and return one copy indicating your likely date of joining.

We would like to take this opportunity to welcome you and wish you every success with Ver sé.

During the internship period you will be designated as Trainee and will be paid a gross monthly stipend of Rs. 25,000/- (Rupees Twenty Five Thousand only & this stipend will be subject to statutory and tax deductions as applicable).
Upon Successful completion of your internship and basis your performance level, you will be confirmed as a full time employee and designated as Associate Software Engineer- IC0

Yours Sincerely,
For Ver sé Innovation Private Limited

Maya John
Group Head – Human Resources

Annexure 'A'

1. Employment and Probation

Your probation period will be for Six (6) months from the date of your joining the Company. You will be duly notified if your probation needs to be extended for another 3 months. In the absence of any such notification from the Company at the end of your probation period, you will be deemed a confirmed employee. Ver se reserves the right to immediately terminate your employment in case your performance, behavior and / or conduct during the probation period is found unsatisfactory.

2. Working hours and place of work

Verse follows a five (5) day working week and specific working hours will be determined by your local management as per the Company's business needs.
Your initial place of posting is **,** however you may be deputed or required to work at any other location as and when required.

3. Leave

Your leave entitlement will be subject to relevant legislation, location and Company's internal policies that are in force and amended from time to time. You will be entitled to Earned annual leave which is computed on a pro-rated basis and credits will accrue. You will also be entitled to Emergency Leave (Casual/Sick leave) and some additional leave benefit in accordance with the policy. Please refer to the below given table.

Location	Earned Leaves	Emergency Leaves
Haryana	18	14
Mumbai	13	12
Bangalore	13	12

4. Medical & Personal Accident Insurance

You shall be covered under the group medical insurance provided by the Company which includes the Employee and dependents. You will also be covered under the personal accident insurance policy provided by the Company.

5. Provident Fund and Gratuity

Gratuity is payable to you as per the Payment of Gratuity Act, 1972 on cessation of your employment after at least 5 years of continuous service with the Company. Your entitlement to provident fund and Gratuity will be subject to relevant legislation and the company's internal policies that are in force and amended from time to time.

6. Performance Bonus

In case performance bonus is a part of your compensation structure, it will be payable basis performance evaluation at an Individual & Corporate level at 15% and 15% share respectively basis the eligibility guidelines defined by the Company. Post the formal performance assessment process, if the individual performance is evaluated at a Level 4 / Level 5, s/he will not be entitled to receive any Performance related Bonus at an Individual or Corporate level.

This Performance Bonus is payable on pro- rata basis from your date of joining as per the disbursement eligibility guideline as decided by the Company. An employee is eligible and entitled to this bonus only if s/he is on-rolls of the Company on the payment date and is not serving notice period prior to the disbursement date.

7. Notice Period / Cessation of Employment

a. You will be required to give 60 days' notice period or two month of gross salary thereof and this will be purely on management's discretion with CEO's approval. In the event of you having any incomplete assignment, the company will have the discretion to relieve you only at the end of the completion of the assignment which may be beyond a period of two months. Similarly, the Company may also discontinue your services immediately with reasons of discontinuation basis the clause 7(b) below or by giving you two months' notice or salary thereof.

b. Your services can be discontinued with immediate effect on the grounds of any violation of the Company code of conduct, indiscipline, insubordination, misappropriation, malpractice, irregular attendance, parting of confidential information to a third party without proper authorization.

c. Your services can be discontinued for continued absence from duty for a period beyond (5) working days without prior approval from the manager or continued ill health for a period exceeding (2) weeks leading to loss in business productivity without prior authorization from work.

8. Recovery

In the event you abscond or in case you leave our employment without giving notice, you will pay or we shall be liable to deduct as liquidated damages an amount equivalent to 2 (two) months gross salary.

In case you leave our employment without giving notice, you will pay or we shall be liable to deduct as liquidated damages an amount equivalent to three months basic salary. In the event of separation from the services of the Company, (separation includes discontinuation on the reasons mentioned in point 7), within 12 months from the date of joining, the Company has the right to recover the amount incurred or paid to you in the form of joining bonus, relocation, training or any other expenses incurred which is not a part of the overall compensation structure.

9. Confidentiality

a. Upon your joining the Company, you are required to sign the confidentiality agreement as part of your joining formalities.
b. You have to duly inform the company if you're bound by any confidential Agreement with any of your previous employers, in which case you shall keep the company indemnified against any breach thereof by you.
c. During the course of your employment with us, you will have access to vital information: this information could be customer data, customer or company or associates project/ product/ proprietary information. It is expressly understood that you shall not divulge such confidential information or documents to anyone irrelevant.
d. You will disclose to us forthwith any discovery, invention process or improvement made or discovered by you while in service and such discovery, invention, process or improvement shall completely belong to and be at the company's expense. Application for letters, patents, licenses, other rights and privileges, or protection may be directed by us in respect of such discoveries, inventions, process or improvement, so that the benefits thereof shall accrue to us and you will

execute to do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favor or such other persons, firms or companies, as we may direct as the sole beneficial thereof.

e. You are not expected to accept employment with, or perform any service for any of Verse' Innovation's customers or its associate companies with whom you come in contact during the period of your employment without the consent from Verse' Innovation.
f. You are prohibited from soliciting or inducing any employee or consultant of Verse' Innovation to discontinue his or her employment.
g. Your individual remuneration is strictly between yourself and the company and has been arrived at on the basis of your specific background and professional merit. We expect you to keep this information and any changes made therein from time to time as Personal and Confidential.

10. Acceptance

a. Your employment shall be governed by the rules and regulations applicable to you, which are in force or amended for time to time.
b. At the time of joining, you are required to bring the originals and also produce copies of the following documents.

- Photocopies of educational certificates
- Std 10 certificate as Date of birth proof
- Relieving and experience certificates from previous employers
- Last drawn salary slip
- Copies of relevant pages from the passport
- Copy of Pan Card and Aadhar Card
- Three recent passport size photographs.

Please sign the duplicate copy of this letter as a token of you having read, understood and accepted the above offer.

We look forward to your joining the Verse team and we wish you a long and mutually rewarding association.

Yours sincerely,
For Ver sé Innovation Private Limited

Maya John
Group Head – Human Resources

I, …….. accept the offer of employment on the above terms and conditions and agree to join on ……..

Name:…….. Date……

Signature:…… Location……..

VERSE
Ver sé Innovation Private Limited.
The "Ivy", No 692, 16th Main, 6th A Cross, 3rd Block, Koramangala, Bangalore -560 034
www.verse.in
Tel: +91 80 41330239
Email: contact@verse.in

Annexure 'B'

Name	Saurabh P Bhandari
Designation	Trainee

Compensation Structure		
Group I	Monthly (Rs.)	Annual (Rs.)
Basic	32,250	387,000
House Rent Allowance (HRA)	12,900	154,800
Leave Travel Allowance (LTA)	5,375	64,500
Flexible Benefit Allowance	21,125	253,500
Performance Bonus		100,000
Sub Total – A	71,650	859,800
Company's contribution to PF	1,800	21,600
Gratuity	1,550	18,600
Sub Total – B	3,350	40,200
Cost to Company [Total A+B]	75,000	1,000,000

We are pleased to inform you that you have been awarded a Joining Bonus of Rs. 100000/- which will be paid in June.

Maya John
Group Head – Human Resources

R Karthikeyan **Date: 19/04/2021**

Subject: Provisional Offer of Consultant Employment

In continuation of our discussions, based on your candidature and performance during the selection process, Zolostays Property Solutions Pvt. Ltd. (Zolo) is pleased to extend the following offer of employment to you:

Position/Title:	Trainee
Start Date:	22/04/2021
End Date:	22/07/2021
Location:	Zolo One - Bangalore

Total CTC: Your all-inclusive annual cash CTC will be Rs. 259464.00 (Two Lakh Fifty Nine Thousand Four Hundred Sixty Four Only), payable in accordance with the Company's standard payroll practice and subject to applicable withholding taxes and other deduction in case applicable. This includes all benefits, phone and fuel allowances. No fuel allowance would be paid separately in case of any travel within your base location. The detailed break-up of the pay structure will be provided along with the employment agreement, at the time of joining.

Please note that, the consultant employment will automatically end on 22/07/2021 , unless communicated otherwise in writing by an authorized person on behalf of the organisation.

We look forward to your acceptance of the offer and to a mutually beneficial and enduring relationship. Kindly confirm your acceptance of this offer letter by sending a reply email stating “I accept the offer” within 48 hours. Please note that upon expiry of 48 hours, this offer would stand automatically terminated unless and until otherwise communicated. Please note that once we receive your acceptance, we will start your background verification process and you will receive a mail from our Background Verification team, for the same. The execution of your employment agreement and confirmation of employment is subject to clearance from our Background Verification team and completion of other formalities as per the company policy.

Zolostays Property Solutions Pvt. LU,

Akhil Sikri, Director

Letter of Authorisation

I hereby authorise Zolostays Property Solution Private Limited ('Zolostays') and its third-Party Vendor appointed by Zolostays to conduct and verify all and any information and documents provided by me and to conduct enquiries and examine such documents and information as may be necessary at the discretion of Zolostays.

I hereby understand and agree that such verification report may be obtained beforehand or/and at time of employment.

I hereby agree and understand that this offer is contingent to successful background verification including but not limiting criminal, education, and employment verification. This offer may be withdrawn based upon information received in such verification before/after/during my employment with Zolostays property Solution Pvt Ltd.

I hereby expressly release Zolostays and its appointed third party vendor from any and all liabilities and claims which may arise from the disclosure of the reference information and documents provided by me pursuant to this authorization.

August 19, 2021

Ganganayan T L
97. Thimmasandra
Shidhiagatta, Chikkaballapur
Karnataka-563125
Mobile: 9880149211
Email: ganganayan20@gmail.com
Location: Bangalore
Department: PDT

Dear Ganganayan,

In response to your application and subsequent interviews, we are pleased to offer you the post of **Trainee Software Engineer (Grade: 4a)** in our organization. Remuneration details are given in Annexure - 1 to this letter. You shall join the company on or before **30 August, 2021.**

Zycus would be pleased to have you as a member of the team. We look forward to your fruitful association and a successful career with the company.

This offer letter stands valid subject to: (a) successful completion of your background verification and Reference Check. (b) You joining the company on the above mentioned joining date and successfully completing the joining formalities which also includes your acceptance to Zycus' employment terms and conditions.

Please return one copy of this letter duly signed by you to signify your acceptance to this Offer Letter.

For Zycus Infotech Pvt. Ltd

Signed on 08/19/2021 | 14:15:41 (GMT +5:30)

Sanju Laitonjam
Director – Talent Acquisition

I agree and accept this job offer indicated in this offer letter and the annexures to this offer letter.

I shall report for duty on the above mentioned joining date.

Date: 08/19/2021 | 15:06:49 (GMT +5:30)

Name: Ganganayan T L

Signature: GangaNayan TL

Signed on 08/19/2021 | 15:06:49 (GMT +5:30)

Encl: Annexure - 1 – Remuneration Details

ANNEXURE - 1

REMUNERATION DETAILS

Salary Components	Value per month (INR)	Value per Annum (INR)
Basic	16,042	1,92,500
HRA	6,417	77,000
Special Allowance	7,325	87,900
Children Education Allowance	0	0
LTA	0	0
Meal Coupon	0	0
Communication & Connectivity Allowance	500	6,000
Employer's Contribution to PF	1,800	21,600
Fixed CTC	**32,083**	**3,85,000**
Performance Linked Incentive*		0
Total CTC		**3,85,000**

Apart from the above, employees are entitled to following benefits as per the policy of the company:

1. Employer's Contribution to ESIC (Wherever Applicable)
2. Gratuity as per the Payment of Gratuity Act, 1972.

Other benefits which are provided at the discretion of the management are:

3. Medical Insurance Policy of INR 400,000/- (Rupees Four Lakh Only)
4. Personal Accident Insurance Policy of INR 100,000/- (Rupees One Lakh only)

For Zycus Infotech Pvt. Ltd

Signed on 08/19/2021 | 14:15:41 (GMT +5:30)
Sanju Laitonjam
Director – Talent Acquisition

Prepared By

Sasi Vignesh
Signed on 08/19/2021 | 11:54:27 (GMT +5:30)
Sasi Vignesh

Agreed & Accepted By

GangaNayan TL
Signed on 08/19/2021 | 15:06:49 (GMT +5:30)
Ganganayan T L

Zycus Infotech Pvt. Ltd.: Bagmane Private Limited-SEZ II, Bagmane Developers Private Limited-SEZ II, Bagmane World Technology Centre SEZ, Mahadevapura, Outer Ring Road, KR Puram Hobli, Bengaluru (Bangalore) Urban, Karnataka - 560048

EMPLOYMENT AGREEMENT

Employee's Name: Ganganayan T L

For the clauses mentioned herein below the meaning of the words "inventions", "works" and "confidential information" shall mean and include the following definition respectively

"**Inventions**" means any new or useful art, discovery, new contribution, finding or improvement (including without limitation any technology, computer programs, test, concept, idea, apparatus, device, mechanism, equipment, machinery, process, method, composition of matter, formula or technique), whether or not patentable, and all know-how related thereto, that has been made, created, developed, written or conceived by me (i) in the course of my employment, (ii) relating to the actual or anticipated business of the Company, or (iii) with the use of the Company's time, material, proprietary information or facilities.

"**Works**" means any materials for which copyright protection may be obtained, including without limitation computer programs (including designs, pseudo-code, prototypes, blueprints, internet software and applets) that has been made, created, developed, written or conceived by me (i) in the course of my employment, (ii) relating to the actual or anticipated business of the Company, or (iii) with the use of the Company's time, material, proprietary information or facilities.

"**Confidential Information**" means information (i) disclosed to or known by you as a consequence of your employment with the Company, (ii) not generally known to others outside the Company and (iii) which relates to the trade secrets or otherwise to the research, development efforts and methodologies, testing, engineering, manufacturing, marketing, sales, finances or operations (including without limitation any processes, formulae, methods, techniques, devices, know-how, manufacturing processes, customer lists, sales statistics, tactics and projections, marketing strategies and plans, and personnel information or data) of the Company or of any other party including but not limited to customer's existing or old, prospects, partners, vendors, distributors, licensors which has entrusted such information to the Company in confidence.

"Indirectly" means by observing any work around of joining any other organization or not working for any organization for certain time period and then joining Company's Active Partner or any Competitors within a period of one year from the date of leaving Zycus' employment.

"Company's Active Partner" means those entities which have done business with Zycus in the past Three (3) years before termination (resignation) of employee's employment with the Company, and have earlier executed agreement with the Company to work as partner on Company's customers and potential prospects related projects/deals. It shall also include affiliates and subsidiaries of such entities.

"Competitors" mean all those entities which are currently mentioned in the Gartner's magic quadrant report for Strategic Sourcing Application suites and P2P Suites and shall also be construed to include all those entities which would be present in the Gartner's magic Quadrant at the time of termination of the employee. This shall also mean to include any other legal names of those entities and their respective parents, sister concerns subsidiaries, affiliates, related entities, joint ventures and each of its and their predecessors, successors, and also include any change of name if taken place in future and shall apply to any such geographical location wherein those entity as mentioned in the said list has its place of business or produces, sells or markets its goods and services by any other name whether known or not known.

"Notice Period" At the time of your termination or resignation from the employment, if your grade is 5b or below, then you will serve the Notice Period of 2 months. Similarly, if at the time of your termination or resignation, your grade is 6a or above, you will serve the Notice Period of 3 months. You shall be responsible to perform such jobs within the company as may be directed by the management during the Notice Period.

GangaNayan TL

Signed on 08/19/2021 | 15:06:49 (GMT +5:30)

Zycus Infotech Pvt. Ltd.: Bagmane Private Limited-SEZ II, Bagmane Developers Private Limited-SEZ II, Bagmane World Technology Centre SEZ, Mahadevapura, Outer Ring Road, KR Puram Hobli, Bengaluru (Bangalore) Urban, Karnataka - 560048

The words “you”, “me”, “I” mentioned here in this agreement refer to the employee.

1. You will be on training for a period of 18 months and may be confirmed as permanent employee upon successful completion of your training period. The Company reserves the right to terminate your employment by giving a 15 days’ written notice during this training period.
2. Our offer to you as trainee employee is subject to your executing the necessary documents, including the training agreement. You will be required to complete the formalities of the agreement at the time of joining. The agreements mention the scope, terms and conditions and necessary training and contractual obligations of your employment with the Company.
3. Depending on the business needs, resource allocation strategy and/or organizational restructuring of the Company, you may be transferred to any department or required to work in different shifts or any office/establishment (forming part of the Company or any sister concern), whether already in existence or which may come into existence in future, anywhere in India.
4. You will not, without our previous written permission, carry on any business, trade or profession, or enter for any part of your time, in any capacity, the services of or be employed by any other firm, company, or person. You will devote your full time and attention to your duties to promote the interests of our organization.
5. The company reserves the right to terminate your employment during the said training period (i) by providing fifteen days’ notice to you or (ii) as per clause No. 6 mentioned in the Training Agreement signed by you. After completion of training period, the company reserves the right to terminate your employment by giving a written termination notice of the period applicable to you as per the Notice Period or payment of the said period i.e. salary, thereof. Further, if you choose to leave the company after the completion of your training period, you are required to serve the applicable ‘Notice Period’. If you fail to serve the required Notice Period, it shall be construed as a material breach of this agreement on part of the employee.
6. Notwithstanding anything mentioned under the training agreement, if you chose to resign from the Company under the clause 6(b) of the Training Agreement, apart from your obligation for Default under the Training Agreement, you are also required to serve a Notice Period of two months from the date of your resignation. You shall be responsible to perform such jobs within the company as may be directed by the management during the Notice Period.
7. Notwithstanding anything mentioned under the training agreement, your absence for a continuous period of eight days or more (including absence when on leave though applied for and not granted) would make you lose your lien on the job and your services shall automatically come to an end without any notice or intimation to you by the management. The management will presume that you have abandoned the employment on your own accord and this shall be construed as material breach of the Agreement and you shall be liable to pay the agreed compensation amount as mentioned in the training agreement. If you abscond or leave the employment, after the training period without serving the required Notice Period, it shall be construed as material breach of this agreement and you shall be liable to indemnify the company for any loss caused to the company, which shall not be only limited to the applicable salary in lieu of Notice Period, and no other payment will be made by the company whatsoever.
8. Leave salary will be paid according to the rules of the company.
9. At the discretion of the Company, and as indicated in the offer letter you may be entitled to receive any joining bonus or relocation bonus or any notice pay amount for buying out notice period related to your previous organization. You hereby accept that the Company would be put to substantial financial loss, inconvenience, loss of resources in the event you leave the Company within a period of one year from your date of joining. Hence, notwithstanding any other rights of the Company under this Agreement, if your employment is terminated, within a period of one year of your joining (whether or not after serving the Notice Period), you shall refund to the Company any such amount paid to you. The Company also reserves the right to set-off any such refund due from your end to the Company from any salary which may be due to you from the Company.
10. You will not give to any person or persons, by word of mouth or otherwise, any particulars or details of our technical know-how (including computer data in any form), security arrangements, administrative and/or organizational matters, whether confidential, secret or otherwise, either during the employment with us or afterwards, which you acquire during the course of your employment.
11. You will abide by the rules and regulations and Company Policies and procedures, code of conduct applicable to you as employee of the Company, which are in force for the time being or may be framed from time to time. The Company reserves the right to update or amend the terms and condition of this Agreement for safeguarding the interest of the Company.

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12. If at any time during your employment you are found guilty of any act of misconduct or any breach or continuous negligence to the terms of this Agreement or any act involving moral turpitude committed by the employee, or deliberately made loss to the Company, or dereliction of duties, Violation of Company's code of conduct and disciplinary policy, disobedience of the instructions given to you from time to time, the management may, without notice, put an end to your service and terminate the employment with the Company. It is further clarified that in the event of such termination, the Company shall not be liable to any salary or compensation in lieu of the Notice Period.
13. You shall inform in writing to the Company any change of your address.
14. In order for Zycus Infotech Pvt. Ltd. and its direct and indirect affiliates, subsidiaries (herein collectively referred to as the "Company") to maintain a competitive edge, the Company must protect its inventions, discoveries, works of authorship and its proprietary technical and business information. Therefore, I, further agree as follows:
    a. I will promptly disclose to the Company in writing, all Inventions and Works which are conceived, made, discovered, written or created by me alone or jointly with someone else on the Company's time or on my own time, while I am employed by the Company.
    b. All Works created by me, alone or with others, shall be deemed "works made for hire" under the copyright laws and shall be owned by the Company.
    c. I hereby assign to the Company all of my rights in all Inventions, and in all Works to the extent such Works may not, by operation of law, be works made for hire.
    d. I will give the Company all assistance it reasonably requires to perfect, protect, and use its rights to Inventions and Works. In particular, I will sign all documents, do all things, and supply all information that the Company considers necessary or desirable to transfer or record the transfer of my entire right, title and interest in Inventions and Works; and to enable the Company to obtain patent, copyright, or other legal protection for Inventions and Works. Any out-of-pocket expenses will be paid by the Company.
    e. An invention for which none of the Company's equipment, supplies, facilities, or Confidential Information was used and which was developed entirely on my own time is exempted from these terms and conditions so long as it: (a) does not relate in any way to the Company's business, or to the Company's actual or demonstrably anticipated research and development; and (b) does not result in any way from my work for the Company.
    f. I will never disclose orally, electronically or in any other manner or use any of the Confidential Information for the benefit of myself or another, unless directed or authorized in writing by the Company to do so.
    g. I understand that if I possess any proprietary information of another person or company as a result of prior employment or otherwise, the Company expects and requires that I will honor any and all legal obligations that I have to that person or company with respect to proprietary information, and I will refrain from any unauthorized use or disclosure of such information. I hereby declare that during the course of my employment with Zycus (I) I shall not directly or indirectly transmit, compile, decompile nor store as soft copy or hard copy within the computer system or network of Zycus any confidential information of my previous organization (II) I shall not bring or carry any confidential information of my previous organization in any other storage medium as soft copy or as hard copy. I further declare that there are no restrictive or conflicting covenants in my previous organization's employment terms and conditions which restrict me to join this Company or conflicts to perform the services for this company. "Previous organization" as referred in this clause shall mean to include all those organization (before joining Company/Zycus' employment) which the employee might have directly or indirectly served whether in the capacity as an employee, officer, director, partner, manager, consultant, agent or owner (other than a minority shareholder or other equity interest of not more than 1% of a company whose equity interests are publicly traded on a nationally recognized stock exchange or over-the-counter)
    h. All documents and other tangible property relating in any way to the business of the Company are the exclusive property of the Company (even if I authored or created them). I agree to return all such documents and tangible property to the Company upon termination of employment or at such earlier time as the Company may request me to do so.
    i. During my employment, neither I nor members of my immediate family will have financial investments or other interests or relationships with the Company's customers, suppliers or competitors which might impair my independence of judgment on behalf of the Company. I also agree not to engage in any competitive activity against the Company, and will avoid

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any outside activity that could adversely affect the independence and objectivity of my judgment, interfere with the timely and effective performance of my duties and responsibilities to the Company, discredit the Company or otherwise conflict with the Company's best interests.

j. During my employment, and for one year after termination of employment with the Company, I will not persuade, induce, or attempt to induce any past or current customer of the Company (other than government agencies and regional, national or international telephone carriers or national retailers) whose identities as such were first made known to me or with whom I first had direct contact in the course of my employment (a) to stop doing business with or through the Company, or (b) to do business with any other person, firm, partnership, corporation or other entity that provides products or services materially similar to or competitive with those provided by the Company, as I understand that the actual or potential customers of the company are confidential information, hence, I should keep the same secret and should not disclose the same to any third party nor use the same information to derive or provide to any third person any independent economic value in conflict with the interest of the company.

k. During my employment at the Company and for one (1) year after termination of employment, I shall not, directly or indirectly, induce or attempt to induce any employee of the Company to accept employment or affiliation with another firm or entity of which I am an employee, owner, partner or consultant.

l. The employee hereby acknowledges that by working here in the Company the employee gets acquainted with the Confidential Information and trade secrets of the Company related to its customers, partners and prospects and, further, the employee also gets an in-depth knowledge about Company's know how. The employee is aware that, as applicable according to the job profile, the employee will also be given an opportunity to work on live customer projects along with Company's partners and/or to develop/design/test/implement the products of the Company and its enhancements as per Company's requirement. The employee further accepts, agrees and admits that the nature, quality and number of productive hours spent on inducting the employee and providing on-job training and the handholding to impart Company's know how and Confidential Information on the employee, in order to groom the employee in performing its responsibilities and duties efficiently in the Company, is generally not found in or is available with or imparted by any other similar source as such knowledge and/or training is designed to satisfy the exclusive requirements of the Company and the opportunity to gain access to these knowledge and/or training is solely provided to the employees of this Company. The employee will be provided intensive training by the senior employees who will invest their productive hours in providing periodic feedback on the employee's performance. That upon providing such handholding the employee will be of significant value to the Company as a result of the cost and resources invested by the Company in the employee. The employee is further aware that the Company would earn considerable revenue by hiring out computer time instead of imparting such knowledge there on to the employee. The employee therefore agrees that in the event if he or she directly or Indirectly engages or joins any Company's Active Partner or Competitors in any capacity whether in the capacity as an employee, officer, director, partner, manager, consultant, agent or owner within a period of one year, post leaving (termination by Company or resignation) of Company's employment, then the employee shall pay its 6 months' salary as compensation to the Company. Salary here shall mean the last draw salary by the employee at the time of leaving employment. The employee acknowledges that the above compensation which is required to be paid by the employee is just and fair considering the substantial cost which the Company may incur as a result of loss caused to the Company, transfer of Company's knowledge and know-how to any of the Company's Active partners or Competitors, the replacement cost for hiring and grooming another employee resulting into increase in investment cost of Company, the business impact on the Company in relevance to its customer and potential projects/deals. The employee further acknowledges that the salary being paid to the employee is fair and sufficient consideration for employee's acceptance to this clause. It is hereby further clarified that if the employee after leaving Company observes a cooling period of one year and thereafter if the employee joins Company's Active Partner or any Competitors then the employee is not required to pay any such compensation to the Company. It is further clarified that if the Company terminates the employee during the first 45 days of the training

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period and the Employee joins any Competitor after such termination then the employee will not be liable to pay the compensation mentioned under this clause.

15. If a provision of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions will nonetheless be enforceable according to their terms. Further, if any provision is held to be overbroad as written that provision should be considered to be amended to narrow its application to the extent necessary to make the provision enforceable according to applicable law and enforced as amended.
16. The Company may assign its rights under this Agreement to any successor in interest, whether by merger, consolidation, sale of assets, or otherwise. This Agreement shall be binding whether it is between me and the Company or between me and any successor or assigns of the Company.
17. Nothing in this Agreement prevents or limits the Company from terminating my employment at any time for any reason. I understand and agree that there exist no promises or guarantees of permanent employment or employment for any specified term by the Company.
18. This Agreement shall be governed by and construed in accordance with the laws of India, without reference to conflict of laws and principles. Any disputes under this Agreement shall be subject to the exclusive jurisdiction and venue of the Courts of Mumbai, and the parties hereby consent to the personal and exclusive jurisdiction and venue of these Courts.
19. I understand that this Agreement along with the training agreement contains the entire agreement and understanding between the Company and me with respect to the provisions contained in this Agreement, and that no representations, promises, agreements, or understandings, written or oral, related thereto which are not contained in this Agreement will be given any force or effect. No change or modification of this Agreement will be valid or binding unless it is in writing and signed by the party against whom the change or modification is sought to be enforced. I further understand that even if the Company waives or fails to enforce any provision of this Agreement in one instance, which will not constitute a waiver of any other provisions of this Agreement at this time, or a waiver of that provision at any other time.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement as of the date first set forth above.

Zycus Infotech Pvt. Ltd.	**Employee, hereby, accepts this Agreement with free consent, without any undue influence, coercion or whatsoever.**
Signature: Signed on 08/19/2021 | 14:15:41 (GMT +5:30)	Signature: Signed on 08/19/2021 | 15:06:49 (GMT +5:30)
Name: Sanju Laitonjam	Name: Ganganayan T L
Title: Director – Talent Acquisition	Title: Trainee Software Engineer
Date: 08/19/2021 | 14:15:41 (GMT +5:30)	Date: 08/19/2021 | 15:06:49 (GMT +5:30)

CERTINAL eSign

Final Audit Report

Zycus - Ganganayan T L - Offer Letter

Audit Summary for Zycus - Ganganayan T L - Offer Letter

Report Time	**Agreement Name**	**Document Created Time**
19/08/2021 | 09:36:55 (GMT)	Zycus - Ganganayan T L - Offer Letter	19/08/2021 | 06:17:50 (GMT)
Document Created By	**Document Sent Time**	**Transaction ID**
Daksha Kava (daksha.kava@zycus.com)	19/08/2021 | 06:21:52 (GMT)	09074c04-33d4-438d-a94c-367c91cfb805
Documents	**Recipients**	**Document Status**
Ganganayan T L.pdf	Sasi Vignesh (Sasi.vignesh@zycus.com) Sanju Laitonjam (Sanju.laitonjam@zycus.com) Ganganayan T L (ganganayan20@gmail.com)	Completed
Document Status Action Time	**Number of Signatures**	**Number of Initials**
19/08/2021 | 09:36:55 (GMT)	11	0
Number of Stamps	**Number of Pages in Document**	**CC Users**
0	7	-

Audit Events

- Document Created by Daksha Kava (daksha.kava@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:17:50 (GMT)	123.108.35.234	-	Firefox 91	Windows 10

- Document emailed by Daksha Kava (daksha.kava@zycus.com)
  Sent to - Sasi Vignesh (Sasi.vignesh@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:21:55 (GMT)	-	-	-	-

- Email link authenticated by Sasi Vignesh (Sasi.vignesh@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:23:42 (GMT)	103.143.7.2	-	Chrome 70	Windows 10

- Document viewed by Sasi Vignesh (Sasi.vignesh@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:23:44 (GMT)	103.143.7.2	-	Chrome 70	Windows 10

- Certinal eSign Terms of Use, User Disclosure and Privacy Policy associated with this document have been agreed by Sasi Vignesh (Sasi.vignesh@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:24:27 (GMT)	103.143.7.2	-	Chrome 70	Windows 10

- Document eSigned by Sasi Vignesh (Sasi.vignesh@zycus.com)
  Signature method - Signature Typed

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:24:27 (GMT)	103.143.7.2	-	Chrome 70	Windows 10

- Document emailed
  Sent to - Sanju Laitonjam (Sanju.laitonjam@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 06:24:34 (GMT)	-	-	-	-

- Email link authenticated by Sanju Laitonjam (Sanju.laitonjam@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 08:45:24 (GMT)	123.108.35.234	-	Chrome 92	Windows 10

- Document viewed by Sanju Laitonjam (Sanju.laitonjam@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 08:45:26 (GMT)	123.108.35.234	-	Chrome 92	Windows 10

- Certinal eSign Terms of Use, User Disclosure and Privacy Policy associated with this document have been agreed by Sanju Laitonjam (Sanju.laitonjam@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 08:45:41 (GMT)	123.108.35.234	-	Chrome 92	Windows 10

- Document eSigned by Sanju Laitonjam (Sanju.laitonjam@zycus.com)
  Signature method - Signature Uploaded

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 08:45:41 (GMT)	123.108.35.234	-	Chrome 92	Windows 10

- Document emailed
  Sent to - Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 08:45:48 (GMT)	-	-	-	-

- Email link authenticated by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:19:30 (GMT)	223.186.46.254	-	Chrome Mobile 91	Android 10

- Document viewed by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:19:32 (GMT)	223.186.46.254	-	Chrome Mobile 91	Android 10

- Email link authenticated by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:19:38 (GMT)	1.186.191.69	-	Chrome 89	Windows 10

- Document viewed by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:19:45 (GMT)	1.186.191.69	-	Chrome 89	Windows 10

- Email link authenticated by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:30:50 (GMT)	223.186.46.254	-	Chrome 92	Windows 10

- Document viewed by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:30:52 (GMT)	223.186.46.254	-	Chrome 92	Windows 10

- Certinal eSign Terms of Use, User Disclosure and Privacy Policy associated with this document have been agreed by Ganganayan T L (ganganayan20@gmail.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:36:49 (GMT)	223.186.46.254	-	Chrome 92	Windows 10

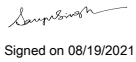
- Document eSigned by Ganganayan T L (ganganayan20@gmail.com)
  Signature method - Signature Typed

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:36:49 (GMT)	223.186.46.254	-	Chrome 92	Windows 10

- Final Signed Agreement Emailed
  Sent to - Sanju Laitonjam (Sanju.laitonjam@zycus.com)
  Sasi Vignesh (Sasi.vignesh@zycus.com)
  Ganganayan T L (ganganayan20@gmail.com)
  Daksha Kava (daksha.kava@zycus.com)

Time	IP Address	Geolocation	Browser	OS
19/08/2021 | 09:36:54 (GMT)	-	-	-	-

Sender Assigned Fields To Recipients

Recipient	Field Type	Required	PDF Page No.	Value	Activity Time
Sasi Vignesh (Sasi.vignesh@zycus.com)	Signature	Yes	Page No.: 2	Sasi Vignesh Signed on 08/19/2021 | 11:54:27 (GMT +5:30)	19/08/2021 | 06:24:29 (GMT)
Sanju Laitonjam (Sanju.laitonjam@zycus.com)	Signature	Yes	Page No.: 1	 Signed on 08/19/2021 | 14:15:41 (GMT +5:30)	19/08/2021 | 08:45:43 (GMT)
Sanju Laitonjam (Sanju.laitonjam@zycus.com)	Signature	Yes	Page No.: 2	 Signed on 08/19/2021 | 14:15:41 (GMT +5:30)	19/08/2021 | 08:45:43 (GMT)
Sanju Laitonjam (Sanju.laitonjam@zycus.com)	Signature	Yes	Page No.: 7	 Signed on 08/19/2021 | 14:15:41 (GMT +5:30)	19/08/2021 | 08:45:43 (GMT)
Sanju Laitonjam (Sanju.laitonjam@zycus.com)	Signed Date	No	Page No.: 7	08/19/2021 | 14:15:43 (GMT +5:30)	19/08/2021 | 08:45:43 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signed Date	No	Page No.: 1	08/19/2021 | 15:06:51 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 1	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 2	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 3	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 4	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 5	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 6	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)
Ganganayan T L (ganganayan20@gmail.com)	Signature	Yes	Page No.: 7	GangaNayan TL Signed on 08/19/2021 | 15:06:49 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)

Ganganayan T L (ganganayan20@gmail.com)	Signed Date	No	Page No.: 7	08/19/2021 | 15:06:51 (GMT +5:30)	19/08/2021 | 09:36:51 (GMT)

Company and its Users' Disclosure Regarding Conducting Business Electronically, and Signing Documents Electronically

By using Certinal Application, you hereby specifically provide your consent to use Certinal Application for receiving notifications electronically and/or electronically signing e-documents rather than executing those documents through wet signatures. If you do not wish to receive notifications electronically and/or execute e-documents by applying electronic signatures, then you may withdraw your consent in following manner:

- You may notify the sender by writing email to the sender of e-document that you do not wish to execute e-documents by applying electronic signatures.
- You may write email to the sender of e-document and ask the sender to provide print of the document for executing the same by applying wet signatures.
- You yourself may download the document from Certinal Application and print the same for executing it by applying wet signatures.

Any such action of yours by which you do not proceed to electronically sign e-documents shall be construed as withdrawal of your consent to electronically sign e-documents.

You may be required to pay to the sender for executing hard copy of the document through wet signatures needs to be settled between you and the sender. Certinal is not liable in any manner whatsoever related to any such cost if any incurred by you.

After withdrawal of such consent if at any time in future you again use the Certinal Application either to electronically sign the same document for which you had earlier withdrawn your consent or you use the Certinal Application to sign any other new document then by such act of yours you acknowledge that you are consenting to use Certinal Application for electronically signing e-documents.

Following are the system requirements for using Certinal Application.

System Requirements	
RAM Requirements	Minimum: 8GB Recommended: 16GB
Hard Disk Requirements	100GB
Supported Operating system	MAC OS X v11 or later and Windows 8, 10
Supported Browser	**Edge Chromium based browser Recommended* *Edge Version 81.0.416.58 +* *Firefox Version 75.0 +* *Chrome 78.0.3904.97 +*
System Resolution	1920*1080, 1024*768, 1152*864, 1366*768, 1440x900
Additional Hardware/Software Requirements	4 Cores (CPU)

Please note that Edge Chromium based browser, Firefox, and Chrome are evergreen browsers with automatic updates. Support is provided for two of their latest stable releases. The supported versions will change as and when they release a new version.

Following are the document formats supported for electronic signature.

PDF (.pdf)

Word (.doc and .docx)

Graphics (.tif, .jpg, .jpeg, .gif, .bmp, and .png)

You are required to have Acrobat® or similar software applications to view electronically signed document.

End of Report

ENG16CT0041

[24]7

Dear Umi Salma,

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of **"Advisor"** in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **Rs** 269688/-. This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below WITHOUT FAIL on your day of joining July 2020 for the purpose of submission/verification:
   - Five passport size color photographs (important)
   - Date of Birth proof certificate (Original and Photocopy)
   - Aadhaar Card (Original and Photocopy)
   - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
   - High school and secondary school pass out mark sheets/certificates (Original and Photocopy)
   - Previous Employment details if any (Service Certificate/ Relieving Letter if applicable in original)
   - Last drawn Pay slip (if applicable in original)
   - Passport No. / Driver's license No. / Bank Account No. (Original and Photocopy)

NOTE: ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.

If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes,

for

Susmita Malik
Vice President HR

I accept your offer.
Signature of the candidate

Letter of Intent

Date: 29th Sept, 2019

Dear **Ajay R,**

Greetings from **42Gears**!!!

We are pleased to offer you the position of **Software Test Engineer** at 42Gears.

Your CTC (Cost to Company) will be **₹450,000** /per annum. The details are as below:

Particulars	Annual CTC (in ₹)	
Salary Components	**405000**	**33750**
Basic	162000	13500
HRA	64800	5400
LTA	15000	1250
Special allowance	55927.2	4660.6
Gross Salary (B)	**297727.2**	**24810.6**
PF - Employer	19440	1620
Gratuity	7792.8	649.4
Total retirement benefits & Employee benefits (C)	27232.8	2269.4
Cost to company (CTC) (B+C)	**324960**	**27080**
Cafeteria	33000	2750
PF - Employee	19440	1620
Employee welfare (Group medical Insurance 1 + 5 dependent)	27600	2300
Total Benefits (F)	80040	6670
Total Cost to company (TCTC) (B+C+F)	**405000**	**33750**
PT	2400	200
Total Deferred Benefits / Deductions (H)*	**2400**	**200**
Net Salary (B-H)	**295327.2**	**24610.6**
Variable Pay	**45000**	
Package Offered	**450000**	

Other benefits:

As a full-time employee of 42Gears, you would also be eligible for the following benefits:

1. Medical insurance: The medical insurance coverage for Rs.2,00,000/- per annum is applicable for you, parents, spouse and two children.

2. Gratuity: Gratuity will be paid as per the provisions of the Payment of Gratuity Act, 1972.
3. Place of Office : Bangalore, Karnataka

We are looking forward for your joining by Aug 2020.

You will be getting a formal offer letter outlining the terms and conditions of your appointment on joining 42Gears.

For **42Gears Mobility Systems Private Limited**

Authorised Signatory

Acknowledged and accepted by
Name: ……..
Date : ……..

To,

Name : Anurag Gupta

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Anurag Gupta,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

ENG16CT0005

Strictly Private and Confidential

06-Aug-2020

Arpitha Pradeep

C8711817

#268, 44th Cross, 9th Main, Near Bus Stop, Jayanagar 5th Block Bangalore, Karnataka -560041

Subject: Offer of Employment ("Offer")

Dear Arpitha,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Accenture Technology Business in India as per the below terms and conditions:

Role - Associate IT Operations

Career level – 12

Talent Segment – IT Operations

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer. As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment. Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

 Candidate's Signature _____

Reference Id: 0c18f48b-fb52-4602-8ba9-6b7efa2566d4_1
Signed By: Mahesh Vasudeo Zurale

We encourage you to 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 http://indiacampus.accenture.com/candidate.

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,

Mahesh Vasudeo Zurale

Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED:

Arpitha Pradeep

Date:

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C)	4,25,000

(A)Annual Fixed Compensation

Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 your performance achievement and the performance of Advanced Technology Centres, 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.

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.

Strictly Private and Confidential

Date:07-Jan-2020

Rishab Rao Gauravaram
C8456171

Flat D604 Concorde Midway City Apartments, Basapura village Road, Electronic City PO, Bangalore

7349521530

Dear **Rishab Rao Gauravaram,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 7ca8bd8d-f817-437c-8d08-e0c5dd632a10_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:31-Dec-2019

KISHORI PREMKUMAR KULKARNI
C8440408

#S-04 SSD PRANAV, KUDLU MAIN ROAD, OPP VENKATESHWARA TEMPLE, KUDLU, BENGALURU,560068.

7892839773

Dear **KISHORI PREMKUMAR KULKARNI,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 823b6f98-031b-43aa-9ad8-57d20a7c578d_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG.16CT0016

Strictly Private and Confidential

Date:07-Feb-2020

Md Aquib Khan

C8532725
1/1 H/3 Bengali shah warshi lane Kolkata 700023

8017381403

Dear Md Aquib Khan

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

ENG16CT0019

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : NISCHAL NAG Nagesh Kumar

Re: Important information post your clearance of the interview process during the Campus Visit

Dear NISCHAL NAG Nagesh Kumar,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

ENG16CT00C9

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : NISCHAL NAG Nagesh Kumar

Re: Important information post your clearance of the interview process during the Campus Visit

Dear NISCHAL NAG Nagesh Kumar,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.

        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.

        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:31-Dec-2019

Prashant Dwivedi
C8440409

MMIG 330, Phase 1 Tikait Rai LDA Colony, Rajajipram, Lucknow

9731930485

Dear **Prashant Dwivedi,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 09a1f05d-6527-444c-a761-eb0c673639da_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:31-Dec-2019

Ravi Kumar
C8440411

Singhla Bhawan, Main Chowk, VPO, Bhagela, Tehsil- Rajgarh, District- Churu, Rajasthan

7411309296

Dear **Ravi Kumar,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 425dff79-bc86-4d61-bf61-043b42594abd_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:31-Dec-2019

SHARATH SHIVAKUMAR
C8440404

#26 A, Sangam Road, Kamaraj Road Cross, Bangalore-560042

9731551335

Dear **SHARATH SHIVAKUMAR,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 140dce45-f4f4-4af6-9593-d913be6e7983_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CT0031

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Sanjana Hemant Malandkar

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Sanjana Hemant Malandkar,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks** –Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the fifteen learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt,

they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 11
- Proposed role – Application Development Analyst
- Annual fixed compensation for the fiscal will be INR 5,41,500; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual target variable pay-out is estimated as INR 84,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Additional Benefits: Gratuity as per law (as applicable) + Insurance premium (Notion Value): INR 24,000
- Maximum Annual Total earning potential + Total Additional Benefits – INR 6,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the offer letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:31-Dec-2019

Vaishnavi B V
C8440407

#5, Samruddhi 9th cross Eshwar Layout JP Nagar 7th phase RBI Main Road Bangalore - 62

9483895094

Dear **Vaishnavi B V,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: ca9a34b9-e863-42a0-be64-8984200824d1_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CT0043

Strictly Private and Confidential

Date:11-Feb-2020

Zaid Ahmed
C8540026
#11, Old No 102, 3rd Main, 20th Cross,Laksandra, Bangalore-30
7846880115

Dear **Zaid Ahmed,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: f320b482-20a4-4b64-b2a9-2443285017ff_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:24-Jan-2020

Nishant Bhat

C8502666

T-11 Perody Palace ,kodichikkanahalli Bangalore

9742524476

Dear **Nishant Bhat,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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
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

Date:24-Jan-2020

Shrishail R Sadalatti

C8502669

Rampur A/P Tikota DiSt Vijaypura 586101

9632759390

Dear **Shrishail R Sadalatti,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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.
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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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
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(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

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TDS is deducted as applicable from your Income.

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   a. You have the option of availing Accenture negotiated rates to cover your parents, parent's 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, parent's 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.

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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
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.

ENG16CT0008

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

THE CLIMBER

Dear Chaithanya R

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sazal Malhotra (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sazal Malhotra as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

Cognizant

17-Dec-2019

Dear Sahana S,
B.E / B.Tech, Computer Science and Technology
Dayanada Sagar College of Engineering

Candidate ID – 13695163

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.401,986/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** 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.455,880/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs. 24,880/-** 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Scanned with CamScanner

ENG16CT0035

Cognizant

17-Dec-2019

Dear Shubhang Vangari,
B.E / B.Tech, Computer Technology Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695023

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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
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•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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Cognizant

Annexure A

Name: Shubhang V Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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

Cognizant

Annexure A

Name: Shubhang V Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

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*** 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

17-Dec-2019

Dear AJAY R,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694057

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Annexure A

Name: AJAY R Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
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- 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

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1. Choose from a bouquet of allowance or benefits
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3. Optimize your earnings

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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 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

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
Pooja Seervi
Dear Pooja Seervi ,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
Pooja Seervi
Dear Pooja Seervi ,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Pooja Seervi
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

ENG16CS0198
ENG16CS0182
ENG16EC0026
ENG16EC0074
ENG16EC0098

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Thu, Jun 25, 2020 at 3:27 PM
Subject: Fwd: Hudl_Bangalore Intership - Shortlisted Candidates
To: Gopal S S <ssgopal@dsu.edu.in>

---------- Forwarded message ---------
From: **Srishti Soni** <srishti.soni@hudl.com>
Date: Sat, Mar 14, 2020 at 2:18 PM
Subject: Hudl_Bangalore Intership - Shortlisted Candidates
To: placement@dayanandasagar.edu <placement@dayanandasagar.edu>, dsi_placement <dsi_placement@yahoo.com>
Cc: Elroy Fernandes <elroy.fernandes@hudl.com>

Greetings from Hudl!

Kindly find the attached list of the shortlisted candidates.

The start date of internship would be 1st June 2020. Please confirm if this date is good enough for all your students.

Once we get the confirmation, we will issue the Internship letters to the candidates.

Thanks and Regards,
Srishti Soni
Team Lead | Sportstec by Hudl
@HudlIndia | +91 9769395255

--
Regards
Nagesh Puranik
Associate Director - Placements
Dayananda Sagar Institutions
Shavige Malleshwara Hills,
Kumara Swamy Layout,
Bangalore - 560078

Mobile : +91 97400 84217
Dir: 080-26663981, 080-42161497
Website: www.dayanandasagar.edu

February 12, 2020

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 ANJANA RANJAN,

Congratulations!

Based on your application and interviews, we are interested in taking forward your candidature with IBM India Pvt. Ltd. For nearly 100 years, IBM has made an extraordinary impact on the world. This is your opportunity to work with a dynamic organization and make a difference in the way the world works.

You may have an opportunity to undergo an IBM Orientation Program specially designed for all college campus hires which will be conducted at your college or external premises. This training is to enable you to acclimatize to the industry and refresh your technical skills. These are voluntary programs, and you may also opt to ensure that your technical skills are up to date, on your own initiative. Should you choose to undergo this program, a separate communication with terms and conditions may be issued to you in this respect.

You may be required to clear additional assessments to the satisfaction of IBM, before a formal offer of employment is issued.

We are very pleased to provide this Expression of Interest, which reiterates our intention to hire you, subject to successful completion of our normal pre-recruitment processes (including a background check & prescreening, if applicable). After you provide other information, supporting documents and successfully meet our requirements, we propose to issue a Formal Offer Letter to you.

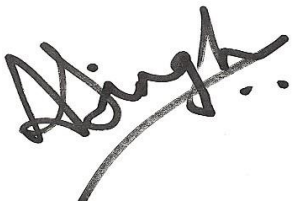
Please note this Expression of Interest is neither an offer nor a legally binding contract of employment. The Expression of Interest shall remain valid until the earlier of date of the Formal Offer Letter or nine months hereinafter.

If any information supplied by you in your application or during the selection process is found to be unsatisfactory, incorrect or false and/or if you suppress material information regarding your qualifications and experience, IBM reserves the right to revoke this Expression of Interest without notice. IBM's decision in this respect shall be final.

The terms of Expression of Interest are strictly between you and IBM. Please treat this information as personal and confidential.

We look forward to the opportunity to work with you and hope to convert this Expression of Interest into a formal fixed term employment relationship between you and IBM upon the successful completion of all pre-recruitment procedures.

Signed By - IBM Authorized Signatory
Talent Acquisition Leader ISA



Strictly Private and Confidential

Date:31-Dec-2019

Sundar Sri Archana
C8440410

C119, S. K. V. Hanging Gardens apartment, Basapura main road, near Hosa road junction, Bangalore 560100

9738608510

Dear **Sundar Sri Archana,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: d54cf239-a246-4d87-a66f-acaadf9241a7_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

Dear Suryaprakash Lalanahalli,

Congratulations! We are pleased to offer you an educational internship opportunity starting from the **2nd of January 2020** and ending on the **30th of April 2020**.

During your internship, you will be paid a compensation of Rs.12,500/- per month depending on the completion of the tasks that would be assigned to you by your manager. Your manager would have to review your work and sign off for you to receive this compensation.

Please note that you need to bring a good working laptop computer to work during your internship period.

Your major duties and responsibilities for this position will be explained to you during the Internship orientation which will be held on the 2nd of January 2020 at 11 am .

Your work schedule will be from 10:00 AM to 7:00 PM including a lunch break of one hour, for 5 days a week (Monday through Friday).

Additionally, we are pleased **to offer you an employment opportunity at our organization as "Management Trainee"** from **1st July 2020.**

Should you accept this job offer, as per our company policies, you'll be under probation for a period of three months from your start date.

During this period the company will invest Rs 4,49,000/- per annum. The Cost-to-the-Company (CTC) is broken up as follows:

Item	*Amount*
Fixed	
Monthly Salary	23,000/-
Internet Allowance	500/-
Snack Allowance	500/-
Asset reimbursement (Own Device)	1000/-
Variable	
On Completing Your OKRs	12000/-
One time reimbursement	
Valid Life Insurance Reimbursement	1000/-
Valid Health Insurance Reimbursement (Max)	4000/-

During your probationary period, you will also be eligible for 6 personal vacation days (excluding Sundays and National Holidays). Subsequent to the successful completion of the 3 months probationary period, your offer may be amended. This amendment will be based on your performance in the probationary period. The details of this compensation package will be communicated to you on your joining.

Do feel free to call us if you have any further questions or need more information.

Revert to this mail confirming your acceptance by the 8th of November 2019. In case you do not reply back confirming your acceptance by the scheduled date, this position will be offered to the next eligible candidate.

Congratulations and welcome to the team!
Sincerely,

Priya L
Program Director
PH: 9986081810

Mu Sigma

Mu Sigma - Offer of Intent

Date: 24-AUG-19

College: DSI, BANGALORE

Dear ASMITHA RAMESH

We, Mu Sigma Business Solutions Pvt. Ltd. are pleased to inform you of our intent to extend you an offer of employment for the post of **Trainee Decision Scientist**. Subject to the company's performance, your performance, your adherence to Mu Sigma employment contractual obligations and other relevant factors, your total compensation with Mu Sigma at the end of three jumps could be ₹2,100,000/- (inclusive of variable pay).

The above mentioned compensation will be governed by the rules of Income Tax Act of Govt. of India and shall be subject to all statutory deduction and contributions.

This offer stands withdrawn with due communication and employment will be terminated without notice if the offered candidate or employee has not completed the entire course i.e. has been unable to clear / pass every subject of the course successfully before joining.

Sincerely,

Deepa. S. Mahesh

Deepa S Mahesh
Global Head Strategic Hiring
On behalf of Mu Sigma Business Solutions Pvt. Ltd.

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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

25 Sep 19
Alisha Pearl Fernandes
Dayanada Sagar College of Engineering

Dear Alisha Pearl Fernandes,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

Urmimala Sarkar
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: Alisha
(Alisha Pearl Fernandes)

Date: 26/09/2019

Confidential

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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

25 Sep 19
Harsha Raviraj Sannappanavar
DAYANANDA SAGAR INST OF TECH, BANGALORE

Dear Harsha Raviraj Sannappanavar,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

Urmimala Sarkar

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: HPS
(Harsha Raviraj Sannappanavar)

Date: 26/09/2019

Confidential

Scanned with CamScanner

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

25 Sep 19
Prajwal Acharya
DAYANANDA SAGAR INST OF TECH, BANGALORE

Dear Prajwal Acharya,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Information Processing 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 **Technical Graduate 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 **Services IT Development Program Senior Associate II** 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. 350,000/-** 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. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

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 INFORMATION PROCESSING SERVICES PRIVATE LIMITED

Urmimala Sarkar
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **25 Sep 19** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: Prajwal Acharya Date: 26/9/19
(Prajwal Acharya)

Confidential

ENG1CT0015

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear **Manodnya,**

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

Manodnya
(M G MANODNYA)

publicis
sapient

Internship Letter

December 12, 2019

Shashank Vaidyanathan
2601, "Kanakaadri", Near 108 Ganapathy Temple,
5th Main, Kumaraswamy Layout 2nd Stage,
Bangalore-560078

Dear **Shashank**,

We are delighted to offer you **"Internship"** with Sapient Consulting Private Limited ("Sapient/Company").

The Total Cost to Company per month offered to you is INR **23632**/- which includes

- Provident Fund contributions (as per the applicable provisions)

Labor Welfare Fund contribution and professional and other taxes (as applicable) shall be deducted from the amount payable to you.

Additionally, you will be entitled to avail the Company transport for which an amount of INR 2500 per month would be deducted from the amount payable to you.

Your Internship start date will be **January 06, 2020** at Sapient's **Bangalore** office.

Your Internship would be for a period of **5 Months from the start date of Internship**.

We are looking forward to your joining us for the Internship program. We see this program as an opportunity for you to experience a truly amazing work-place, work on Sapient projects, and contribute to shaping our future!

On your first day of Internship, please report to Sapient **Bangalore** office at 8:30 am along with the documents as mentioned in Annexure 'B'. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Sapient.

Kindly return a copy of this letter, duly counter signed by you, within a week.

Best Regards

KAMESHWARI RAO

Digitally signed by KAMESHWARI RAO
DN: c=IN, o=SAPIENT CONSULTING PRIVATE LIMITED, postalCode=560066, st=Karnataka, 2.5.4.20=1cca849a217f3944ea15d3066eab6a328545d883b1fd12d9e248d2dc893f28bc8, serialNumber=8ff1267f0beaa09c81793bef3f266be9483bb6f41502d1f7fb89930b5e665d424c2c2, cn=KAMESHWARI RAO
Date: 2019.12.12 17:05:36 +05'30'
Adobe Acrobat Reader version: 2018.011.20040

Kameshwari Rao
GVP, People Strategy | Sapient

Sapient Consulting Private Limited
Candor Techspace Ltd.,
Building No. 1, Tower B, Ground – 5th Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000
FAX +91 (124) 672 4027

Sapient Consulting Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, Ground - 4th Floor, Plot No. 7,
Sector 144, Expressway,
Noida – 201301
Uttar Pradesh, India

TEL +91 (120) 479 5000
FAX +91 (120) 479 5001

Sapient Consulting Private Limited
Bagmane Constellation Business Park,
2870, Building Virgo, Outer RingRoad,
Doddanekundi Circle, Marathahalli Post,
Bengaluru - 560037
Karnataka, India

TEL +91 (80) 6128 0000
FAX +91 (80) 6128 0001

Registered Office: Sapient Consulting Private Limited
17th Floor, Urmi Estate, Tower A, 95 Ganpat Rao Kadam Marg, Lower Parel (W), Mumbai - 400013 Maharashtra, India
Tel: +91 (22) 4476 4567 Fax: +91 (22) 4476 4568 CIN: U72900MH2009PTC300013

www.publicissapient.com

ENG16CG0039

SKaaS Technology Solutions Private Ltd.,

#530/B, Sri Sai Nilaya, 2nd floor, 18th Main, Sector-3, HSR Layout,
Bangalore 560102

17th October 2019

Sveda Anita Laranjan,
B. Tech. Computer Technology
Dayanand Sagar University,
Bangalore - 78

Dear Anita,

Congratulations!! Welcome to SKaaS!!

In furtherance to our discussions, we are pleased to offer you the position **of Software Development Intern** at **SKaaS Technology Solutions Private Limited (SKaaS)**. Your joining date is **20th January 2020**.

Salient features of our association are as follows:

- You will be working with our product development team and your responsibilities include but not limited to building components of the SKaaS platform, writing APIs and technical documentation
- You will be reporting to our Product Manager, Ms. Bharathi, and will be based out of our office in Bangalore. You might be expected to travel as and when the need arises.
- Your reporting manager will from time to time notify your responsibilities and key result areas
- From the date of joining till 30 June 2020, you will be working as an intern at SKaaS. On successful completion of internship and consistently meeting the performance standards, your candidature will be reviewed for full-time employment.
- During your internship you will be trained on the technologies that we work on, and in parallel, you will be deployed on projects related to our product development.
- Your stipend during the internship is INR 10,000/- per month. Your performance will be reviewed on a weekly basis and feedback will be shared at the end of every performance review.
- On successful completion of the internship and adhering to all performance standards, you will be converted to a full-time employee with SKaaS and your remuneration will be INR 3,00,000 per annum. Complete information of your salary break-up is provided in Annexure-A

We are hopeful that your interest and commitment will help in the growth of the organization and yourself. Wishing you success in this journey and great levels of commitment and standards of performance.

Yours truly,

For SKAAS TECHNOLOGY SOLUTIONS PRIVATE LIMITED

Director

RajaGopalan Varadan

CEO

Annexure – A

Monthly Salary Break-up

Salary Paid Details	25000
Basic	10000
H.R.A (House Rent Allowance)	7500
Other allowance	7500
Provident Fund	1200
Tax deduction	245
Gross monthly salary	25,000
Total Deduction (Tax+P.F.)	1,445
Net pay	**23,555**

ENG16SC0001

Strictly Private and Confidential

Date:07-Feb-2020

ABHISHEK KUMAR M

C8532911
#44,got school road, mallasandra, bangalore-560067
8197216304

Dear ABHISHEK KUMAR M

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

To,

Name : ANIKET KUMAR

Re: Important information post your clearance of the interview process during the Campus Visit

Dear ANIKET KUMAR,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

To,

Name : BHARATH S P

Re: Important information post your clearance of the interview process during the Campus Visit

Dear BHARATH S P,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:24-Jan-2020

DEBOLINA KUNDU
C8502340

397A, Hijuguri Rabindra Nagar, Tinsukia, Assam

7002831932

Dear **DEBOLINA KUNDU,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 62487d62-2ec4-4e26-9d38-8327a5114bd7_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16EC0027

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Fiona Aljo

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Fiona Aljo,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:31-Dec-2019

Gaurav Gurudutt
C8440412

No. 30, 4th Main Road, Chamarajpet, Bangalore - 560018

8762313105

Dear **Gaurav Gurudutt,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 3d7315c8-dc9c-4562-9e3f-65ff3952d76f_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:07-Feb-2020

Harsha Rajashekar
C8532911

#24 Nandanavanam, G Street, Jogupalyam, Halasuru, Bangalore 560008

9731330072

Dear **Harsha Rajashekar,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 341381db-f0a6-4d86-8f4a-7767be9998a9_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
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Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16EC0032

Strictly Private and Confidential

Date:07-Feb-2020

INCHARA R

C8532942
#217,vinayaka nagar,madapatna,anekal(T),bangalore-560105

9902716445

Dear INCHARA R

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:31-Dec-2019

KAVYA HM
C8440415

#116, UMASHANKARA Nilaya, Khanahosahalli, Kudligi(TQ), Bellary (dist)

9900156859

Dear **KAVYA HM,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 0419c1b5-2b07-4c9b-b8ec-dbe5edb4844a_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:31-Dec-2019

Ashwini Maddali
C8440417

#62/A,Behind petrol bunk,Ashok Nagar,Siruguppa Road,Hvambhavi

7795627678

Dear **Ashwini Maddali,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: b4fc5e6e-8f8e-4cad-831a-d788bb85f1be_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16EC0042

Strictly Private and Confidential

Date:07-Feb-2020

Mahalakshmi.N

C8532905
#24,108/6A,hanumanth reddy layout,kodathi gate,sarjapur road,bangalore-35

7259820665

Dear Mahalakshmi.N

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:31-Dec-2019

Md Aquib Hussain Shariff
C8440413

#7, Police Station Road,Kalasipalyam,Bangalore- 560002,Karnataka.

7624949332

Dear **Md Aquib Hussain Shariff,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 1b0b10a6-f285-429c-b352-4de622737471_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16EC0047

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Mohammed Luthfur Rehman

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Mohammed Luthfur Rehman,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

NANDITA RAO
ENG16EC0051

HIGHWAY TO EXCELLENCE

accenture technology

START YOUR CAREER AT ONE OF THE WORLD'S MOST INNOVATIVE TECH COMPANIES

To,

Name : Nandita Murali Rao

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Nandita Murali Rao,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through, before a release of Offer of Employment by Accenture.

- **Document verification and checks -** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.
- **Information on Accenture's Pre-joiner-Learning Module** -As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
    - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
        - Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
        - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
        - On successful completion of the program and clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
        - In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
        - To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65%

marks to clear the assessment for the program.

- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they 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 potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A.** Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - 'Application Development Associate'
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential – 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits – INR 4,50,000/-

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

Strictly Private and Confidential

Date:31-Dec-2019

NAVEEN KEMPAIAH
C8440414

04, KOONMADIVALA VILLAGEBYAGADADENAHALLI(PO), ANEKAL TALUK 562106

8667222946

Dear **NAVEEN KEMPAIAH,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 68f5d156-a009-4783-810d-51dd02348357_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:31-Dec-2019

Nimisha G Sivanesan
C8440416

203 RK APARTMENTS BLOCK 12 3RD MAIN 6TH CROSS HOYSALA NAGAR RAMAMURTHYNAGAR EXTN.

BANGALORE 560016

9916273558

Dear **Nimisha G Sivanesan,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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:

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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 numberwithin 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 singed copy of this Offer letter and Terms of Employment.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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.

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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.

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1. Two copies of your recent passport size photographs.
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3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card
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

Date:30-Dec-2019

NITHIN SRIDHAR R
C8425827

No 20,chaithra layout,behind HP petrol bunk,Mylasandra gate, Begur Koppa main road, Bengaluru 560068

8618483090

Dear **NITHIN SRIDHAR R,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, 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: d6434e52-acd6-4590-9cd8-282695a0ee79_1
Signed By: Mohan Sekhar

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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
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Date:30-Dec-2019

PRANATI THENDRAL ARASAN
C8425828

#691/C, 19th Main, 22nd Cross, Sector-2, HSR Layout, Bangalore-560102, Karnataka.

9611130553

Dear **PRANATI THENDRAL ARASAN,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, 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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Yours sincerely,

Mohan Sekhar
Senior Managing Director
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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
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

Date:30-Dec-2019

Priveshna Pradhan
C8425830

Nimki Dara, Hill cart road, Darjeeling

9538346717

Dear **Priveshna Pradhan,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 8bbcbf60-86f0-491f-805c-51e14f1ee35a_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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.

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5. Pan Card
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

Date:30-Dec-2019

PRIYANKA C Halaswamy R
C8425831

Priyanka C H D/O Halaswamy R,Ganapathi Circle,Channagiri,Davanagere(D),Karnataka

9164553358

Dear **PRIYANKA C Halaswamy R,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: fbb14e31-cc82-4351-9e8f-a72b955d036a_1
Signed By: Mohan Sekhar

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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(C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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   a. You have the option of availing Accenture negotiated rates to cover your parents, parent's 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 borneby 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, parent's 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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5. Pan Card
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

Date:21-Jan-2020

Sajith S Kumar
C8494105

No.2461,25th A main,14th A cross ,HSR sector 1

9743226007

Dear **Sajith S Kumar,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: f913e8d1-ba50-4b07-86bf-14145946cf18_1
Signed By: Mohan Sekhar

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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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

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Joining Bonus (Refer to the section C)	25,000
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Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

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You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

SUNNY DEB
C8502341

Quarter No. C-46,Survey Of India Estate,Malki

8088928217

Dear **SUNNY DEB,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 889a085c-a81b-4402-bf83-9fa4f4e240c8_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:07-Feb-2020

Sushmitha B K
C8532914

#37, Anjaneya temple, banahalli, chandapura, anekal taluk, bangalore- 560099

7204314492

Dear **Sushmitha B K,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 1c4b8c6e-f6fd-4a19-b5f9-9751e43e9327_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16CC0089

Strictly Private and Confidential

Date:07-Feb-2020

TEJASHWINI M
C8532884
#57,2nd cross, 2nd block,Vishwapriya nagar ,Begur road , Bangalore-560068

7892938007

Dear **TEJASHWINI M**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

ENG16EC0092

Strictly Private and Confidential

Date:07-Feb-2020

TOUHEED KAZMI

C8532889
#386 KHB colony, Gandhinagar, Moka road, Bellary

8088508486

Dear TOUHEED KAZMI

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:01-Jan-2020

CHAITANYA K
C8440390

Dear **CHAITANYA K,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Reference Id: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
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(C) Joining Bonus	
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(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

Sathvik N Mayya
C8440390

Dear **Sathvik N Mayya,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_1
Signed By: Mohan Sekhar

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- 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
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Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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(C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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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* As defined by applicable law from time to time.

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, parent's 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 borneby 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, parent's 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.

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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
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

Date:01-Jan-2020

RAKESH V
C8440399

Dear **RAKESH V,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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Signed By: Mohan Sekhar

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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 numberwithin 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 singed 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
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Gratuity as per law# + Insurance Premium (notional value)	9,500
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(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

SEEMA KHAN P
C8440405

Dear SEEMA KHAN P,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

ANKIT KUMAR

C8440386

Dear **ANKIT,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

Vishwesh Tiwari
C8502660

#1470/20 khadepur, Naubasta, Kanpur Nagar, Uttar pradesh

8009004400

Dear **Vishwesh Tiwari,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst

Career level – Career level - 11

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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
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.

ENG16EC0073

Hi SHALINI B S,

Congratulations!

Thank you for your time to participate in Amazon Campus hiring process. It is with great pleasure that I welcome you to be a part of Amazon. We are very excited to have you on board with us!

Your date of joining is 22-Jun-2020. We look forward to receiving your acceptance on this offer within **24-48 hours**.

You will receive an email from "MYDOCS" & "attest360" with username and password for further onboarding process and for background verification.

Please find below the breakup of your offer components:

Current Compensation Summary		
Designation	Sr. Associate - Prod Compliance	
Job Location	Bangalore	
Gross Salary	Annual (in INR)	
	4,29,100	
Gross Salary Break-Up		
Pay Component	**Annual (INR)**	**Monthly (INR)**
Basic	214,550	17,879
House Rent Allowance	107,275	8,940
Employer contribution to PF	21,600	1,800
Leave Travel Assistance	44,698	3,725
Medical Allowance	15,000	1,250
Conveyance Allowance	19,200	1,600
Meal Allowance	6,777	565
Gross Salary	**429,100**	**35,758**

Additional Employee Benefits Summary (Details to follow in MYDOCS):

- **Employee Medical Insurance** (Amazon offers medical insurance cover of INR 500,000 (family floater) for Employees and their dependents (Spouse and up to 2 Children)
- **Transportation Facility** (Free Cab Facility)
- **Meal Card** (Amazon India provides Meal Card worth INR 1100/- every month)
- **Leaves** (Annual Leave, Sick Leave, Casual Leave)
- **Annual Health Check**
- **Employee Accident Insurance**
- **Employee Life Insurance**

Note:
Detailed overview will be shared during your New Hire Orientation session.

Thanks & Regards,
Avinash Kumar Singh
Campus Recruitment Team (Compliance Operations)

MYCAPTAIN

+91 9823076096

zeeshan@theclimber.in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

THE CLIMBER

Dear Ann Mary Chiramel ,

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Ann Mary Chiramel (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Ann Mary Chiramel as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

   a) Commit any material or persistent breach of any of the provisions contained.

   b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu

of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.

b) The documents would be under the safeguard of the company until the bond period is over.

c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.

d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official

permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure).

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: Anu Mary **Date:** 01/11/2019

Name: ANN MARY CHIRAMEL

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Sarthaka S ,

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sarthaka S (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sarthaka S as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

   a) Commit any material or persistent breach of any of the provisions contained.

   b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu

of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.
b) The documents would be under the safeguard of the company until the bond period is over.
c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.
d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official

permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear JEEVITHA

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sarthaka S (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sarthaka S as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the

interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

a) Commit any material or persistent breach of any of the provisions contained.

b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.

b) The documents would be under the safeguard of the company until the bond period is over.

c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.

d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	16,000	1,92,000
House Rent Allowance (HRA)	5,000	60,000
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Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
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Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
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The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Mayank Bharti

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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**.

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NOW THIS AGREEMENT WITNESSES as follows:

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5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service bond period.

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- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
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Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
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Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

Cognizant

17-Dec-2019

Dear Goutam Laxminarayan Bhat,
B.E / B.Tech, Electronics and Communication Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695359

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.401,986/-.** This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** 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.455,880/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs. 24,880/-** 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Goutam Laxminarayan Bhat **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		**355,500**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**378,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		**401,986**

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* **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 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

Cognizant

17-Dec-2019

Dear Malavika Sajith,
B.E / B.Tech, Electronics & Communication
Dayanada Sagar University

Candidate ID – 1369745

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Malavika Sajith Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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.

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paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.
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Cognizant

ENG 16EC0065

17-Dec-2019

Dear Rahul S Patil,
B.E / B.Tech, Electronics and Communication Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695182

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.401,986/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** 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.455,880/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs. 24,880/-** 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 : **Date:**

RAHUL-S PATIL
ENG16EC0065

Cognizant

17-Dec-2019

Dear Tejashree V,
B.E / B.Tech, Electronics and Communication Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695283

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.401,986/-.** This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Tejashree V **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		**355,500**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**378,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		**401,986**

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
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Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

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17-Dec-2019

Dear ANKIT VERMA,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694060

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: ANKIT VERMA Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
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	Incentive Indication (per annum)**		22,500
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	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

As an associate you are also entitled to the following additional benefits:

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- Group Term Life Insurance Coverage
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Cognizant

17-Dec-2019

Dear ANANTHA.P.S,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694069

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: ANANTHA.P.S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
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Cognizant

17-Dec-2019

Dear PRAMOD S,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694071

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: PRAMOD S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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 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

ENG16EC0081

Continental

Date: 11th Aug 2020

Ref. No: Continental/TCI/2020/5

Sree Samanvitha M Vadhoolas
Bengaluru

Offer of Employment

Dear Ms. **Sree Samanvitha M Vadhoolas,**

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	: Bengaluru
Cost Center	: 905010

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 INR. **5,00,000 /-**
   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

12. On your day of joining, you are requested to report to **Mr. Praveen Pasupathy** 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

Ajay Kumar
Country HR Head-Continental, 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: _____

(Sree Samanvitha M Vadhoolas)

Continental Automotive Components (India) Private Limited
9th Floor, Gold Hills Supreme Software Park,
Plot No 21,22,27 & 28, Shanthipura Road,
Electronic City, Phase II
Bangalore 560 100

Phone +91 80 6679 1300 Fax +91 80 6611 5115
Corporate Identity No.U72900KA2007PTC043146
www.continental-corporation.com

Regd. Office:Plot No.53B, Bommasandra Industrial Area, Hosur Road, Attibele Hobli, Anekal Taluk,Bangalore -560099, India

Private & Confidential

Annexure-I

Compensation Details

Date: 11-Aug-2020

Name	**Sree Samanvitha M Vadhoolas**
Grade	**GET**
Designation	**Graduate Engineer Trainee**
Location	**Gold Hill Supreme - Bangalore**

S No.	Salary Components	Amount per annum
1	Basic Salary	181,200
2	House Rent Allowance (HRA)	90,[illegible]
3	Special Allowance	179,740
4	**Total Annual Base Salary/Gross (A)**	**451,540**
5	Provident Fund (12% of Basic Salary) - Employer Contribution	21,744
6	Gratuity (4.81% of Basic Salary)	8,716
7	**Total Retirals (B)**	**30,460**
8	**Total Annual Fixed Pay (A+B)**	**482,000**
9	Annual Bonus (C)	18,000
10	**Annual Cost to Company/CTC (A+B+C)**	**500,000**

* All amounts in Annexure are Annual while actual payment can be monthly or annual as per Policy

- Annual Bonus is Fixed amount payable upon successful completion of training and appointment into confirmed position.
- The Company currently has benefit programs to reimburse or make deposits (e.g. Telephone, Meal Allowance, LTA, NPS, etc.) based on grade & employee declarations which are adjusted from Special Allowance.
- All present and future taxes related to your employment will be borne by Individual employees.
- All matters related to compensation are strictly confidential between you and the Company.
- In addition to Compensation, you will be eligible for coverage under following Insurance Policies:

a) Group Medical Insurance Policy (Self, Spouse & Up to 2 Children)	INR 350,000
b) Group Personal Accident Policy	INR 500,000
c) Group Term Life Insurance Policy (2 times of Annual CTC)	INR 1,000,000

For Continental Automotive Components India Pvt. Ltd.,

Alexander Riotz
Head - Technical Center, India

Ajay Kumar
Country HR Head-Continental, India

Continental Automotive Components (India) Private Limited
9th Floor, Gold Hills Supreme Software Park,
Plot No 21,22,27 & 28, Shanthipura Road,
Electronic City, Phase II
Bangalore 560 100

Phone +91 80 6679 1300 Fax +91 80 6611 5115
Corporate Identity No.U72900KA2007PTC043146
www.continental-corporation.com

Regd. Office:Plot No.53B, Bommasandra Industrial Area, Hosur Road, Attibele Hobli, Anekal Taluk,Bangalore -560099, India

Re: **Campus Recruitment - Letter of Intent (LOI)**

Dear Sumedha Munnoor,

Congratulations!

We, EIT Services India Private Limited (DXC Technology) are pleased to inform that you have successfully completed the selection process conducted by DXC Technology India. This letter is to confirm that we intend to offer a **"Associate Professional "** competency level opportunity to you, on the following key terms and conditions:

1. You would be on a probation period of six months from the date of your joining DXC Technology India.
2. Your designation at the time of joining would be **Associate Professional.**
3. Your total annual Cost to Company (CTC) would be amounting to INR 3,60,000/- (Rupees Three Lakhs Sixty Thousand only).

Please note that the above terms and conditions are subject to change at the company's discretion, without any prior intimation. Based on your acceptance of this LOI, an offer letter with detailed terms and conditions will be issued to you.

Your joining is subject to the satisfactory verification of the information/documents furnished by you at the time of interview, in addition to the fulfillment of the eligibility criteria.

Here's wising you a successful career with DXC Technology. We look forward to welcoming you on board.

Yours sincerely,

Lokendra Sethi

VP-Human Resource

DXC Technology India Private Limited - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
ANANTH
NAIK
Dear ANANTH NAIK,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
ANANTH
NAIK
Dear ANANTH NAIK,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
ANANTH NAIK
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
SOUNDARY
A N
Dear SOUNDARYA N,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
SOUNDARY
A N
Dear SOUNDARYA N,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
SOUNDARYA N
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
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EMPOWER
RETIREMENT

Dear

Congratulations!!

Thank you for your participation in the 'Campus Recruitment Program'. We are happy of your selection and pleased to offer you an opportunity to join us for the position of **Associate Developer Software** at **Great West Global Business Services India Pvt. Ltd.** Your place of work would be **Bangalore** and the same is subject to change based on the business exigencies.

Your annual compensation (Fixed Pay) would amount to **INR 5,00,000 PA (INR Five lakhs only).** Your bonus reward opportunity will be 6% of your earned Total Fixed Pay. Annual Bonus Program awards are contingent on a variety of factors including individual and company performance, and will be determined by the company in its sole discretion.

Your employment with Great West Global is contingent upon successful completion of the following conditions:

A) The company shall conduct background checks which may include your work history, education details, criminal history and other information as required by company policy, client requirement applicable laws as *per* normal process and procedures.

B) You are required to complete your current academic course with an aggregate **60%** in the first attempt in the current academic year.

Subject to satisfactory completion of the above conditions and at the sole discretion of the company, you will be formally offered to join **Great West Global Business Services India Pvt. Ltd.**

Our formal letter of appointment will be handed over to you on or prior to the date of joining. Kindly accept this offer, by signing in the space provided below and return it to us as token of your acceptance. In case of any queries please feel free to contact Mrs. Neha Agarwal on 080-45127277 or write to him on neha.agarwal@empower-retirement.com.

We once again like to congratulate you on your selection and welcome you to **Great West Global Business Services India Pvt. Ltd.** family and look forward to a long and mutually rewarding association.

Thanking You,
For Great West Global Business Services India Pvt. Ltd.

Shilpy Sharma
Regional Head HR

Name: NAMRATHA ANJANADEVI. M.

Name of the Institute: DAYANANDA SAGAR UNIVERSITY

Date: 16/09/2019

Signature: Namratha Anjanadevi. M

ENG16CS0198
ENG16CS0182
ENG16EC0026
ENG16EC0074
ENG16EC0098

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Thu, Jun 25, 2020 at 3:27 PM
Subject: Fwd: Hudl_Bangalore Intership - Shortlisted Candidates
To: Gopal S S <ssgopal@dsu.edu.in>

---------- Forwarded message ---------
From: **Srishti Soni** <srishti.soni@hudl.com>
Date: Sat, Mar 14, 2020 at 2:18 PM
Subject: Hudl_Bangalore Intership - Shortlisted Candidates
To: placement@dayanandasagar.edu <placement@dayanandasagar.edu>, dsi_placement <dsi_placement@yahoo.com>
Cc: Elroy Fernandes <elroy.fernandes@hudl.com>

Greetings from Hudl!

Kindly find the attached list of the shortlisted candidates.

The start date of internship would be 1st June 2020. Please confirm if this date is good enough for all your students.

Once we get the confirmation, we will issue the Internship letters to the candidates.

Thanks and Regards,
Srishti Soni
Team Lead | Sportstec by Hudl
@HudlIndia | +91 9769395255

--
Regards
Nagesh Puranik
Associate Director - Placements
Dayananda Sagar Institutions
Shavige Malleshwara Hills,
Kumara Swamy Layout,
Bangalore - 560078

Mobile : +91 97400 84217
Dir: 080-26663981, 080-42161497
Website: www.dayanandasagar.edu

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Cc: Elroy Fernandes <elroy.fernandes@hudl.com>

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Team Lead | Sportstec by Hudl
@HudlIndia | +91 9769395255

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Regards
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Regards
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Bangalore - 560078

Mobile : +91 97400 84217
Dir: 080-26663981, 080-42161497
Website: www.dayanandasagar.edu

Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: ABHISHEK S

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear ABHISHEK S,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

Let's Solve

ANNEXURE-1

Name	: ABHISHEK S	Date	: September 12, 2019
Salary Grade	: GET(II)		

Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

Let's Solve

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

EN6/6 EC0015

LTI
Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Archana Anand Rao T

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Archana Anand Rao T,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'**.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI 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 LTI. You may also need to submit other such documents as Company deems fit from time to time.

LTI
Let's Solve

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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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.

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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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : Archana Anand Rao T		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**35,466**
Annual Incentive	40,000	
B. Total Variable (PA)	**40,000**	
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Mediclaim Premium	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

LTI
Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: Jay Divya Kumar

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Jay Divya Kumar,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/-** as per the details mentioned in **'Annexure-1'.**

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LTI
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5. **Service Agreement**
You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

N Govekar

Nikhil Govekar
Sr. Manager - Campus Recruitment

I have read the letter and accept the same.

Signature and Date

LTI
Let's Solve

ANNEXURE-1

Name : Jay Divya Kumar		Date : September 12, 2019
Salary Grade : GET(II)		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	**425,602**	**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	4,140	
D. Retirals & Other Benefits	**34,398**	
Cost to Company (CTC) C+D	**500,000**	

LTI
Let's Solve

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.

LTI
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ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic-gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.

(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: Jay Divya Kr.

Name: JAY DIVYA KUMAR

Mobile No: 9513164737

College Name : DAYANANDA SAGAR UNIVERSITY

Today's Date: 14/9/2019.

Dear Anugula Nikhil,

Congratulations! We are pleased to offer you an educational internship opportunity starting from the **2nd of January 2020** and ending on the **30th of April 2020**.

During your internship, you will be paid a compensation of Rs.12,500/- per month depending on the completion of the tasks that would be assigned to you by your manager. Your manager would have to review your work and sign off for you to receive this compensation.

Please note that you need to bring a good working laptop computer to work during your internship period.

Your major duties and responsibilities for this position will be explained to you during the Internship orientation which will be held on the 2nd of January 2020 at 11 am .

Your work schedule will be from 10:00 AM to 7:00 PM including a lunch break of one hour, for 5 days a week (Monday through Friday).

Additionally, we are pleased **to offer you an employment opportunity at our organization as "Management Trainee"** from **1st July 2020.**

Should you accept this job offer, as per our company policies, you'll be under probation for a period of three months from your start date.

During this period the company will invest Rs 4,49,000/- per annum. The Cost-to-the-Company (CTC) is broken up as follows:

Item	*Amount*
Fixed	
Monthly Salary	23,000/-
Internet Allowance	500/-
Snack Allowance	500/-
Asset reimbursement (Own Device)	1000/-
Variable	
On Completing Your OKRs	12000/-
One time reimbursement	
Valid Life Insurance Reimbursement	1000/-
Valid Health Insurance Reimbursement (Max)	4000/-

During your probationary period, you will also be eligible for 6 personal vacation days (excluding Sundays and National Holidays). Subsequent to the successful completion of the 3 months probationary period, your offer may be amended. This amendment will be based on your performance in the probationary period. The details of this compensation package will be communicated to you on your joining.

Do feel free to call us if you have any further questions or need more information.

Revert to this mail confirming your acceptance by the 8th of November 2019. In case you do not reply back confirming your acceptance by the scheduled date, this position will be offered to the next eligible candidate.

Congratulations and welcome to the team!
Sincerely,

Priya L
Program Director
PH: 9986081810

Ref.No- **MPHTH2020-1305**

Dear Akshitha B,

College Name: **Dayananda Sagar Academy Of Technology And Management, Bangalore.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of **'Trainee Associate Software Engineer'** in **Band 5**, **Level 1** with Mphasis. The gross compensation will be **INR 250,000 /- (Rupees Two lakhs Fifty thousand only) per annum.**
- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employee.
- You are required to work in **any shift** as per business requirement.
- You are required to perform any role within Applications Tower of Mphasis – **Applications Development, Applications Testing, Application Production Support** etc. as per business requirement.

As you are currently in your final year of graduation and are gearing to start working, Mphasis can be the right place for you to build a long fruitful career. We believe we have a historic opportunity of building a world class company. We also believe Mphasis is very unique in several ways, some of which are:

- Equal strengths in APPs, ITO and BPO
- Being a flat, open and communicative organization
- Organization ethos that encourages, promotes and rewards empowerment
- Flawless execution and leadership

Please note that this serves as a good-faith Letter of Intent. It is contingent upon you:

1. Successfully completing your graduation (BE/ B Tech/ MCA) and scoring the aggregate percentage, as set by Mphasis, in the final academic examinations

2. Securing the required percentage in the evaluation at the end of your training program at Mphasis

3. Satisfactory completion of the background verification process that Mphasis will conduct at the time of your joining

Your joining date will be communicated after you clear the above conditions.

We look forward to welcoming you to **The Mphasis Learning Academy**. Should you need any further information, write to **campushires@mphasis.com.**

Important Note: It is made clear that the above is not an offer for employment at Mphasis and is subject to the recipient fulfilling the conditions specified in this letter of intent. Mphasis reserves the right to cancel or recall this letter of intent at any time without assigning any reason.

Mphasis intends to onboard 2020 passing out candidates anytime between June 1, 2020 to April 30, 2021. Below list of documents are mandatory during the onboarding process:

a. PAN card
b. Aadhar card
c. Passport
d. All semester marks sheets and graduation certificate

Thanks and Regards

Mphasis – Campus Team

Information transmitted by this e-mail is proprietary to Mphasis, its associated companies and/ or its customers and is intended for use only by the individual or entity to which it is addressed, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or it appears that this mail has been forwarded to you without proper authority, you are notified that any use or dissemination of this information in any manner is strictly prohibited. In such cases, please notify us immediately at mailmaster@mphasis.com and delete this mail from your records.

~~ENG16CS0025 & 44~~
~~ENG16EC00~~
ENG16CS0044
ENG16EC0025

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Thu, Jun 25, 2020 at 3:26 PM
Subject: OGH Selects: F2F Interview
To: Gopal S S <ssgopal@dsu.edu.in>

---------- Forwarded message ---------
From: **Saritha K R** <saritha.kr@oghealthcare.com>
Date: Fri, Feb 21, 2020 at 12:11 PM
Subject: RE: F2F Interview
To: Nagesh P <placement@dayanandasagar.edu>
Cc: dsi_placement <dsi_placement@yahoo.com>

Dear Nagesh Sir,

Thanking you and your team for your cooperation, we would be very happy to have a long lasting & synergetic association with your esteemed organization.

Please find the final selected list below:

Final Selected
Kavya ravichandar
Sneha Girish Menon
Sheela R
RAKSHITHA N
LAKSHMI ANIL KUMAR SHESHAGIRI
SONAL PRIYADARSHAN
TEJASWI S P
Yeshaswini V
GangaNayan T L
Deyashene nag
Samarth Katta Sridhar

-ENG16CS0044
-ENG16EC0025

Warm Regards,

Saritha

Talent Acquisition Specialist

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear Anjum,

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear SAMIYA TAJAMMUL,

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

ENG16EC0077

11th November 2019

PWC Bangalore (AC)-Eagle Ridge at Embassy Golf Links Business Park

PRIVATE AND CONFIDENTIAL

Intent of Offer

Dear Smita,

Welcome to PwC US Advisory Technology Consulting practice Bangalore! Congratulations on successfully completing hiring process with us. We are pleased to inform you that you have cleared the initial selection process and being selected for a pre training offer with us at an Intern level.

You will also be issued a detailed 'Offer Letter and Employment Agreement' at the time of your joining subject to clearing all the subjects.

As a part of your transition from campus to corporate world, you will be engaged in various learning and training development programs prior to your joining PwC. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

Annual Compensation:

You are being offered a total stipend of Rs 35,000 /- Month (inclusive of standard company benefits).

Documents:

Your offer is subject to you submitting all the necessary documents at the time of joining, the details of which will be intimated to you prior to your joining PwC. We will send you the list of documents that we need for the onboarding process in a separate email.

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.

We welcome you to the PwC family and look forward to a long and fruitful association with you. Please send in your acceptance.

Regards
Team-PwC

Smita Giri.

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MOHAMMED ROOHUL AMEEN
Jodhadih More, Shivpuri Colony, Near S. S. College,
Opposite S. B. I., House No 167, Gurudwara Road, Chas,
Bokaro-827103

July 29, 2020

Dear ROOHUL,

We are delighted to offer you a position as **Associate, QA Level 1** with Sapient Consulting Private Limited ("Sapient").

Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR **496,973/-** which includes the following:-

- An annualized base salary of INR **467,500/-** (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will be **July 31, 2020**. You will be on probation for a period of 6 months from the start date of your employment. Your home office would be in **Bangalore**, India.

In addition to your salary, you will be entitled to:-

- Participate in the Sapient's health care and life insurance.

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You agree that you would work with Sapient for a minimum period of 18 (eighteen) months from the date of your joining. Should you decide to leave Sapient within 18 months of the joining date you would be required to pay a sum of INR 150,000/- (Rupees One lac fifty thousand only) to Sapient for breach of the aforesaid obligation. Sapient reserves the right to adjust the aforesaid amount against your full and final settlement and/or recover the same from you.

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Sapient understands that because of COVID, your college final examinations may not have been completed yet and therefore you may not be able to provide the final mark sheet/degree certificate prior to your joining. Sapient, therefore allows you 3 months' time from your joining date to provide the educational proofs of graduation completion, failing which your employment shall be deemed to be automatically nullified and your services will be terminated. Additionally, in the event your examination are canceled/not conducted and/or for any other business reasons, Sapient will reserve the right to terminate your employment. This offer is subject to you agreeing to these conditions as stated herein above.

On your first day of employment, please report to our office at **Bangalore** at **8:00 a.m.** along with the documents mentioned in Annexure 'C'. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Sapient.

Kindly return a copy of letter duly counter signed by you, when you receive the hard copy of the same, in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

Best Regards

KAMESHWARI RAO

Digitally signed by KAMESHWARI RAO
DN: c=IN, o=SAPIENT CONSULTING PRIVATE LIMITED, ou=GVP PEOPLE STRATEGY, postalCode=560037, st=Karnataka, 2.5.4.20=1ccab4ffd237f3944ea15d20beeab6ca2854e683fc1fcf2d9a148d5dc6ff3f2bc6, serialNumber=bf7c1629eaa9fc8779dbef2f266be9f83bbf41502d1f7f6f93b5ed63d24c2c2, cn=KAMESHWARI RAO
Date: 2020.07.29 09:11:46 +05'30'
Adobe Acrobat Reader version: 2018.011.20040

Kameshwari Rao
GVP, People Strategy | Sapient

I hereby accept and agree to this employment contract. I agree to abide by the policies, rules and regulations of the Company as detailed below.

Signature : _____
Name :
Date : _____

Sapient Consulting Private Limited
Candor Techspace Ltd.,
Building No. 1, Tower B, Ground – 5th Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000
FAX +91 (124) 672 4027

Sapient Consulting Private Limited
Oxygen Business Park Private Limited SEZ,
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Sector 144, Expressway,
Noida – 201301
Uttar Pradesh, India

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FAX +91 (120) 479 5001

Sapient Consulting Private Limited
Bagmane Constellation Business Park,
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Doddanekundi Circle, Marathahalli Post,
Bengaluru - 560037
Karnataka, India

TEL +91 (80) 6128 0000
FAX +91 (80) 6128 0001

Registered Office: Sapient Consulting Private Limited
17th Floor, Urmi Estate, Tower A, 95 Ganpat Rao Kadam Marg, Lower Parel (W), Mumbai - 400013 Maharashtra, India
Tel: +91 (22) 4476 4567 Fax: +91 (22) 4476 4568 CIN: U72900MH2009PTC300013

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Employee Name	Ritesh Rai	Level/Designation	Associate, QA Level 1	
			Salary Structure	
S.No.	Components	Components Details	Monthly	Annual
A	**Fixed**			
1	Basic Salary	35% of Base Salary	13,635	163,625
B	**Flexible**			
2	House Rent Allowance	Can be fixed at 10% or 21% of Base Salary	8,181	98,175
3	Leave Travel Assistance	Default amount will be set as zero or can be claimed once a year as per entitlement per career stage	0	0
	Special Allowance			
4	Special Allowance	Base Salary - (Fixed elements + Flexible Element + Optional Benefits)	17,142	205,700
	Optional Benefits			
5	Meal Coupons	Optional benefit to buy meals at INR 100 per day for 20 days (on an average). Default amount will be set as zero	0	0
6	Car Lease Scheme	Available for Sr. Associate & above. Associate can join the scheme post 2 year completion. Default amount will be set as zero	0	0
7	Car Fuel and maintenance	Optional benefit to enroll in to Car Fuel and Maintenance for people enrolled in car lease (Limits basis career stage) or self-owned car (Limit: INR 2000 per month). Default amount will be set as zero.	0	0
8	Driver Salary	Optional benefit to enroll in to Driver Salary for people enrolled in car lease (Available for Managers and above and limits basis career stage) or self-owned car (Available for all career stages and limit: INR 1000 per month). Default amount will be set as zero.	0	0
C	**Base Salary = (1+2+3+4+5+6+7+8)**		**38,958**	**467,500**
D	**Total Cash = (C)**			**467,500**
9	Provident Fund	12% of Basic Salary *In case the Basic Salary is less than INR 15,000, the contribution shall be INR 1,800.	1,800	21,600
10	Gratuity	Deemed Value *Calculated at 4.81% of the basic salary (1.68% of base salary). The maximum aggregate value is INR 20,00,000	656	7,873
E	**Retiral Benefits**		**2,456**	**29,473**
	****Total Cost to the Company (Before Tax Deduction) = D+E**			**496,973**

******The above stated elements of compensation are taxable as per applicable Income Tax Laws.

*****Note: The Program may be amended or withdrawn at any time and plan guidelines may be adjusted at the Company's discretion

Sapient Consulting Private Limited
Candor Techspace Ltd.,
Building No. 1, Tower B, Ground – 5th Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

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Sapient Consulting Private Limited
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Doddanekundi Circle, Marathahalli Post,
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Karnataka, India

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Registered Office: Sapient Consulting Private Limited
17th Floor, Urmi Estate, Tower A, 95 Ganpat Rao Kadam Marg, Lower Parel (W), Mumbai - 400013 Maharashtra, India
Tel: +91 (22) 4476 4567 Fax: +91 (22) 4476 4568 CIN: U72900MH2009PTC300013

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Other Company Benefits	
Sapient India Group Mediclaim Insurance Policy	
Medical Coverage	Floater of INR 3,00,000 per family (Addition Corp .Buffer INR 5,00,000 incase of normal illness and INR 15,00,000 in case of critical illness provided)
Family members covered	Self, Spouse & two children
Group Life Insurance Policy: India	
Term Life Insurance (TLI) is the most basic form of life insurance. If the death of the insured individual occurs within his/her Sapient tenure, the insurance company will pay the death benefit. No money is paid at the time of individuals exit. For more information please read through the details available on the Sapient People Portal	
India Personal Accidental Insurance Policy	
Personal accidental is an insurance cover wherein, in the event of the person sustaining bodily injuries resulting solely or directly from an accident by external, violent and visible means, resulting into death or disablement. For more information please read through the details available on the Sapient People Portal	

Sapient Consulting Private Limited
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Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
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Tel: +91 (22) 4476 4567 **Fax:** +91 (22) 4476 4568 **CIN:** U72900MH2009PTC300013

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ANNEXURES

Annexure 'A' - Terms of Employment
Annexure 'B' - Elements of Compensation
Annexure 'C' - Documents to be submitted on the Date of Joining

Sapient Consulting Private Limited
Candor Techspace Ltd.,
Building No. 1, Tower B, Ground – 5th Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

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Annexure 'A'- Terms of Employment

We are detailing below some of the significant terms of employment and employment policies that will apply to you at Sapient Consulting Private Limited ("Sapient"). Please ensure that you read and fully understand all the policies.

This offer supersedes all prior understandings, negotiations and agreements, whether written or oral, between you and Sapient as to the subject matter covered by this offer letter. During the term of your employment with the Company, you will be subject to all rules and regulations in accordance with Company policy as applicable, enforced, amended or altered from time to time.

COMPENSATION AND BENEFITS

Your annual compensation will be as per the schedule annexed here to and will be subject to deduction of tax at source. It should be appreciated that salary structure is designed based on certain statutory / IT laws and keeping in line with industry norms/ practices and employee feedback. Hence it is subject to change based on any of these inputs or on promotion or depending on the options exercised by you for claiming certain tax friendly benefits on your joining.

Your total compensation package is the sum total of Base, and Retirals mentioned below:

A. Base

(Base comprises of fixed and flexible elements of base compensation.
People have a choice to decide on the flexible elements of base compensation.)

Fixed Elements of Base Compensation

Basic Salary

Flexible Elements of Base Compensation

House Rent Allowance (HRA)
Leave Travel Assistance (LTA)
Special Allowance

B. Retirals (Company Contribution)

You would retire at the age of 60 years in accordance with the Company's Retirement Policy. On your retirement, you would be entitled to PF and Gratuity, as applicable. Please refer to the Company's Retirement Policy for further details.

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Optional Benefits

Meal Coupons
Car Lease Scheme
Car Fuel & Maintenance (Self owned cars or Car Lease Enrollees)
Driver's Salary (Self owned cars or Car Lease Enrollees)

RELOCATION EXPENSES

This clause is only applicable to you if your package includes a component on relocation. Sapient agrees to cover your relocation benefits and expenses in accordance with the Sapient India Campus Relocation Policy as amended from time to time. If you leave Sapient within 12 months of your start date, you agree to re-pay all relocation expenses on or before the day of your full and final settlement at Sapient.

PROBATION

You will be on probation for a period of 6 months from the start date of your employment. During this period, either party may terminate your employment by providing 30 days prior notice in writing to the other party

NOTICE PERIOD

After the six months' probation, the prior notice period required by either party for future termination is 60 days subject to terms and conditions set forth herein below.

- The employment offered under this agreement shall be valid until either party terminates it by giving to the other party the number of days of prior notice specified above. Such notice may be given at any time during the course of employment. You are employed by Sapient "at will" and not for any specific term.
- In the event an employee requests for adjustment of his/her un-availed privilege leave against the stipulated notice period then the company may in its discretion agree to do so.
- Sapient reserves the right, at its sole discretion, to terminate your employment without providing the required period of notice, by paying salary in lieu of notice.
- Where you notified Sapient of your voluntary termination, Sapient reserves the right to accept your resignation anytime during the notice period stipulated above. You will be required to mandatorily provide minimum notice period of thirty (30)calendar days which will not be allowed to be adjusted against the un-availed privilege leave
- You shall not be entitled to any salary or any benefits after the effective date of termination of your employment with Sapient.
- In the event you do not provide the required period of notice, before voluntarily terminating your employment, Sapient reserves its right to forfeit your salary as per the requisite notice period duration. In addition, Sapient will also be entitled to adjust any amounts outstanding against you from your salary, accrued vacation or expense reimbursements, as may be legally permissible.

- You acknowledge that if you fail to provide the minimum notice period of thirty days as stated above, Sapient is bound to suffer substantial damages caused due to improper transition of work, delay in completion of project, hiring and training of your replacement as per our client's requirements. Therefore considering the gravity of damages that could be suffered by the company, the company reserves its right to assess and recover such damages from you as it deems fit.
- In case of breach of these Terms of Employment or misconduct (which includes amongst other things failure to return to work after vacation, absconding from work, taking actions injurious to Sapient's business or reputation, undertaking fraudulent acts, obtaining a criminal conviction), Sapient may terminate your employment without prior notice and without any payment in lieu of notice, and all benefits shall be withdrawn with immediate effect.
- There will be no waiver of the aforesaid notice period requirements unless otherwise specified in this letter or subsequently communicated to you.

CAUSE FOR TERMINATION

In case of breach of these Terms of Employment or misconduct (which includes amongst other things failure to return to work after vacation, absconding from work, taking actions injurious to Sapient's business or reputation, undertaking fraudulent acts, obtaining a criminal conviction), Sapient may terminate your employment without prior notice and without any payment in lieu of notice, and all benefits shall be withdrawn with immediate effect.

PROPRIETARY INFORMATION AND CONFIDENTIALITY

Please note that the conditions of this offer letter are specific to each individual and therefore, the terms should be held in confidence.

During your employment with Sapient, we may disclose to you certain trade secrets or confidential proprietary information. You agree that you will hold in confidence, and not disclose to anyone outside of Sapient any of our trade secrets and our confidential or proprietary information, or similar information that you may receive from us with respect to Sapient or any of our existing or prospective clients. Upon joining, you will be required to sign the standard Sapient Non-Disclosure, Non-Solicitation and Non-Competition Agreement regarding these and other matters relating to your employment.

INTELLECTUAL PROPERTY

All the proprietary rights title and interests in any and all intellectual properties, such as ideas, inventions, or works which are conceived, developed or prepared by you during your employment with the Company, shall vest with the Company absolutely.

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COMPLIANCE WITH POLICIES

You acknowledge that being an employee of Sapient you must comply with the corporate policies and procedures ("Janus") of the Publicis Groupe. You also understand and acknowledge that these policies and procedures are continually evaluated and these may be amended or altered from time to time and as applicable and enforced shall be binding upon you.

PERSONAL INFORMATION

You acknowledge and understand that Sapient will process your personal information including your sensitive personal data or information ("Personal Information") for purposes set out in the Data Privacy Policy which is available on the Company's intranet.
By accepting the terms of employment, you hereby consent to the collection and disclosure of your Personal Information by Sapient to and from third parties and for the transfer of your Personal Information by Sapient to Sapient group companies, suppliers and customers within and outside India, where it is necessary for purposes related to your employment or where it is legally required. The reference to "sensitive personal data" above is to the categories of personal data identified by data privacy laws as requiring special protection.

You also agree to comply with the Personal Information Protection Policy ('Policy') which is available on the Company's intranet in all the data processing activities which you may perform on Sapient's behalf. In particular, you agree not to use any Personal Information other than in connection with and to the extent necessary for meeting the business requirements of Sapient.

DISCLOSURE AGREEMENT

You confirm that you have disclosed fully to the Company all your business interests whether or not they are similar to or in conflict with the business (es) or activities of the Company, and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between you or any immediate relative, any such interests or circumstances which may arise during your employment.

INSIDER TRADING

Please note that during the period of your employment with Sapient and for a reasonable period thereafter, you will be strictly required to follow guidelines regarding insider trading and that will require compliance with U.S. Securities laws, including but not limited to not sharing of non-public information about Sapient or any of its Clients or affiliates that may trigger insider trading violations, with anybody, including spouse and family.

ABSCONDING CLAUSE

If you absent yourself without approved leave or remain absent beyond the period of leave originally approved or subsequently extended, the same shall be considered as you having voluntarily terminated the employment without giving notice unless you

- Return to work within three days of the commencement of such absence, and
- Give an explanation to the satisfaction of the Company regarding such absence.

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LEAVE

You will be entitled to leave, holidays and other service benefits as per the rules of the Company as amended from time to time.

TRAVEL

You may be required to travel on Company work and you will be reimbursed expenses as per the Company policy.

PLACE OF WORK

You may, during your employment with the Company, be considered for employment or assignment at any other work place/branch/division of the Company within India or in any other country where the affiliates of the Company do business. Decisions for such transfers, which may be for short duration or of a long-term or permanent nature, will depend on your suitability for the intended task and other relevant factors. In the event that such a transfer is requested by the Company, you will be required to report for duty at the new place of work from the effective date communicated to you in this regard.

WORK SHIFTS

Please note that may Sapient require you to work in shifts as determined by business needs. Reasonable effort will be made to give you advance notice of such shift changes to minimize any inconvenience to you. Your work timings may vary according to the shift assigned to you. Shift Work will be in accordance with the prevalent "Shift Work Policy" of the company.

EMPLOYMENT RESTRICTIONS

Your employment with Sapient is conditional upon your not being employed simultaneously, whether full time or part time or as a contractor, with any other organization, person or entity. In the event you opt to become a partner in a partnership firm or a Director on the Board of any Company, you are required to seek prior written approval from Vice President, People Success. Sapient will have the sole discretion to approve or disapprove such a request based on Sapient's internal guidelines for deciding such requests.

BACKGROUND CHECK

This clause is applicable to you during your probation period also.
Your appointment is subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application at the time of your appointment. If the particulars given by you are in any way found to be inaccurate or misleading, your employment shall be deemed to be automatically cancelled and your services will be terminated. If required, Sapient may also conduct client specific background checks regarding you after the commencement of your employment, in the event that a Sapient client requires background checks to be conducted as an eligibility condition for

working on projects for such client and if you are staffed / are to be staffed to any such project. In the event any client prescribed background checks are to be conducted, you will be required to cooperate fully in the exercise and disclose the relevant information required from you for successfully completing such background check. Based on the results of such background check, Sapient reserves the right to withdraw your staffing on such project, or to take disciplinary action against you as appropriate.

DOCUMENT SUBMISSION

You are solely responsible for the settlement of any and all dues, financial obligations and notice periods (collectively, "Dues") owed to your previous employer(s). In addition to the documents listed in Annexure C, you must submit the "relieving letters" from your previous employer(s) at the time of joining, or within two months of joining Sapient. In case you fail to submit your "relieving letter(s)" to Sapient, you must provide Sapient with a written explanation, which may be accepted or rejected by Sapient, in its sole discretion.

You further agree that, at all times during your employment with Sapient and any time thereafter, you will indemnify and keep Sapient indemnified against any judgment, loss, liability, damage, claim, or cost that may be incurred by Sapient, whether directly or indirectly, arising out of or in connection with your non submission of the relieving letter(s) from your previous employer(s) or for nonpayment of your Dues to your former employer(s). In the event any such claim is made against Sapient, or if the explanation provided by you for non submission of the "relieving letter(s)" is found to be unsatisfactory, Sapient reserves the right to take appropriate action against you including, but not limited to, termination of your employment.

CHANGE OF ADDRESS

You shall keep Sapient informed of your latest postal address at all times and intimate in case of change of address. Any communication sent to you by Sapient on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

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Annexure "B" to Offer Letter	
Elements of Compensation	**Frequency of Payment/ Claim**
A. Base	
Base comprises of fixed and flexible elements of base compensation. People have a choice to decide on the flexible elements of base compensation.	
Fixed Elements of Base Compensation	
1. **Basic salary**	
	Monthly
Flexible Elements of Base Compensation	
2. **House Rent Allowance (HRA)**	
HRA is paid to people to meet cost of rental accommodation. HRA is a flexible component and can be fixed by the person either at 10% or 21% of Base Salary.	Monthly
3. **Leave Travel Assistance (LTA)**	
LTA can be fixed by the person as per the entitlement based on individual's career stage. If an individual does not opt for LTA default amount set is zero. It can be claimed only once in a year and is exempt from income tax twice in a slab of 4 years For other two years LTA amount will be paid as taxable.	Annual
4. **Special Allowance**	
The special allowance is equal to Base minus (Fixed elements plus Flexible Elements) chosen by the person	Monthly

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Optional Benefits	
5. **Meal Coupons**	
This is an optional benefit to buy meals from the office cafeteria or from across hundreds of restaurants across India at INR 100 per day for 20 (on an average) working days.	Monthly
6. **Car Lease Scheme**	
There is an optional car lease scheme available for Sr. Associates and above at the time of Joining Sapient. Associates can join the car lease scheme on satisfactorily completing 2 years at Sapient.	Monthly
7. **Car Fuel & Maintenance** (Self owned cars / Car Lease Enrollees)	
Optional benefit to enroll in to Car Fuel and Maintenance for people enrolled in car lease (Limits basis career stage) or self-owned car (Limit: INR 2000 per month). Default amount will be set as zero.	
8. **Driver's Salary** (Self owned cars / Car Lease Enrollees)	
Optional benefit to enroll in to Driver Salary for people enrolled in car lease (Available for Managers and above and limits basis career stage) or self-owned car (Available for all career stages and limit: INR 1000 per month). Default amount will be set as zero.	

B. Retirals (Company Contribution)	
9. **Provident Fund (PF)**	
As per the current rules and regulations governing the company's PF scheme, the person contributes 12% of the basic salary to the fund and the company contributes an equivalent amount. In case the basic salary is less than INR 15,000, the contribution shall be INR 1,800.	Monthly
10. **Gratuity:**	
Gratuity is calculated at 4.81% of the basic salary (1.684% of Base Salary). It is payable when a person leaves the services of the company after completion of a minimum of 5 years. The maximum value is INR 20,00,000.	Annual

The above stated elements of compensation are taxable as per applicable income Tax Laws.

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Other Benefits

Benefits	Frequency of Payment/ Claim
1. **Group Medical Insurance**	
This is a group medical insurance cover for Sapient people during their employment with Sapient with a total floating medical cover of INR 3,00,000 per family and corporate buffer of INR 5,00,000 (INR 10,00,000 in case of critical illness) covering self, spouse and two children. For more information please read through the details available on the Sapient People Portal.	Annual
2. **Group Life Insurance**	
Term Life Insurance (TLI) is the most basic form of life insurance. If the death of the insured individual occurs within his/her Sapient tenure, the insurance company will pay the death benefit. No money is paid at the time of individuals exit. For more information please read through the details available on the Sapient People Portal.	Annual
3. **Group Personal Accident Insurance**	
Personal accidental is an insurance cover wherein, in the event of the person sustaining bodily injuries resulting solely or directly from an accident by external, violent and visible means, resulting into death or disablement. For more information please read through the details available on the Sapient People Portal.	Annual

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Annexure "C":

Documents to be submitted prior to joining for Background Check purpose (Scanned format required):

Components	Mandatory Documents (Scanned)
Highest Education Qualification Attained	a. Degree / Provisional Certificate b. Final Year / Consolidated Mark Sheet
All Employments in last 05 years	**For All Previous Employments -** a. Experience OR Relieving Letter b. Offer Letter c. First and Last Pay Slips **For Current Employment –** a. Offer Letter b. Last 02 Months' Pay slips

Documents to be submitted on the Date of Joining:

Components	Mandatory Documents (Hard Copy)
For Employment Records	a. Experience and Relieving Letter (only from the last organization) b. Provident Fund (PF) number, Universal Account Number (UAN) and other details from the previous organization {For PF Transfer}
For Salary Account Opening Formalities	**For New Salary Account -** a. 1 colored passport size photograph b. Proof of Identity (PAN / PASSPORT / VOTER ID CARD) **For Existing Citibank/ICICI/YES Bank Account Holders –** a. Account Details
Identity & Address Proof	a. 1 colored passport size photographs b. 2 copies of PAN Card c. 2 photocopy of Permanent Address proof(Aadhar Card is a mandatory document, if you don't have one please apply ASAP) d. Passport copy

Please Note: If you "**DO NOT**" have the PAN card, immediately apply for it, by logging on to the below link https://tin.tin.nsdl.com/pan/index.html
Note: Any delays in submitting the PAN details will lead to delay in processing

Sapient Consulting Private Limited
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Internship Letter

November 21, 2019

Sushmitha S
Flat no.103, Mahaveer Aspen,
Yelachenahalli, JP Nagar Post, Kanakapura Road,
Bangalore-560078

Dear **Sushmitha S**,

We are delighted to offer you **"Internship"** with Sapient Consulting Private Limited ("Sapient/Company").

The Total Cost to Company per month offered to you is INR **23632**/- which includes

- Provident Fund contributions (as per the applicable provisions)

Labor Welfare Fund contribution and professional and other taxes (as applicable) shall be deducted from the amount payable to you.

Additionally, you will be entitled to avail the Company transport for which an amount of INR 2500 per month would be deducted from the amount payable to you.

Your Internship start date will be **January 06, 2020** at Sapient's **Bangalore** office.

Your Internship would be for a period of **5 Months from the start date of Internship**.

We are looking forward to your joining us for the Internship program. We see this program as an opportunity for you to experience a truly amazing work-place, work on Sapient projects, and contribute to shaping our future!

On your first day of Internship, please report to Sapient **Bangalore** office at 8:30 am along with the documents as mentioned in Annexure 'B'. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Sapient.

Kindly return a copy of this letter, duly counter signed by you, within a week.

Best Regards

KAMESHWARI RAO

Digitally signed by KAMESHWARI RAO
DN: c=IN, o=SAPIENT CONSULTING PRIVATE LIMITED, postalCode=560066, st=Karnataka, 2.5.4.20=1cca94fe2177f094ea15d5306ea6fa63285 4fd83b1fd12d9e248d3dcd91f38bc6, serialNumber=bf7c3670baa98d81793fbef2f366be983bbf6415102d1ff7b9930b5e663d24c2c2, cn=KAMESHWARI RAO
Date: 2019.11.21 12:00:47 +05'30'
Adobe Acrobat Reader version: 2018.011.20040

Kameshwari Rao
GVP, People Strategy | Sapient

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I hereby accept and agree to the terms and conditions of Internship. I agree to abide by the policies, rules and regulations of the Company in effect from time to time throughout the period of my Internship with the Company.

Signature : _____
Name : **Sushmitha S**
Date : _____

Fill this section ONLY upon joining, in case there is a change in the Internship start date.

I hereby confirm my Internship start date as below:

_____
(Revised Internship start date)

Signature : _____

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Position Sought	**Engineer Trainee - NI Sales**
Band	**TR**
Location	**Bangalore**
Offer Code	**3204**
Name	**Vishal B**
D.O.J	**06-Jan-20**

Remarks	Salary Details	Monthly	Annual
Monthly components	Basic	15,000	1,80,000
	HRA	6,000	72,000
	Basket Of Allowance /Flexi Benefits Options*	10,512	1,26,146
Annual components	Performance Bonus	3,466	41,596
Retirals	Provident Fund	1,800	21,600
	Gratuity	722	8,658
(Proposed)	**Total p.m.**		
	Total p.a.		**4,50,000**

Monthly Gross Salary (subject to statutory deductions)	**31,512**

*** Performance bonus :** **:-**
It is variable and depends on the performance of company and individual
:- Bonus is 11.00 % of your Cost to Company minus your retirals
:- Payout may vary from 0% upto 150% of the Performance Bonus value
:- Objectives are set for the calendar year and will be paid on pro-rata basis
***Basket Of Allowance /Flexi Benefits Options**
Flexi Benefits options provides flexibility in exercising Tax Saving Options through the following mentioned below :-
1 NPS - upto 10% of Basic
2 Meal Card - upto 26400 annually
3 LTA - upto 10% of Basic
4 Gift Vochuer - upto 5000 annually
5 Communication Allowance - upto 18000 annually
6 Education Allowance - Upto 2400 annually
7 Adhoc Allowance (Balance) - balance (taxable)
*** Kindly note while NPS and Mealcard can be availed immidetely other flexi options would be open for declaration on April 1st 2020. The balance amount will be paid as Ad Hoc allowance (taxable)**

Other Benefits:

1. Mediclaim for you and three dependent family members , also a separate Parents Policy shall be available for employees with self contribution with extremely competetive rates.
2. Accident Insurance as per company policy
3. Petrol Reimbursement : As Per the Policy
4. Mobile Reimbursements as per the Policy
5. Meal Allowance : is an electronic card which can be used to eat , buy, groceries from major outlets and save tax .
6. National Pension Scheme :is a government regulated pension scheme which acts as a Retirement & Tax Saving tool.
7. Employee Assistance Programme - Schindler Cares
8. Financial & Educational Assistance

Note: Please do not discuss this with any other employee except your Manager and HR

_____**

 # Special Conveyance Allowance Rs.700 pm- for two wheeler (Proper Documents to be submitted to HR to avail this Allowance: The vehicle should be on your name and to claim this allowance necessary documents like a copy of RC book, insurance and driving license needs to be submitted to HR. In case the vehicle is on your spouse name, a no objection letter from spouse needs to be submitted to HR)*

Note :- Employment with Schindler is subject to successful Background Verification.

Dear MOHAMMED YAQUB GS ,

We very first thank you for attending the second round of campus interview at DSC and as discussed during the interview we wish to hire you as a Trainee Engineer on below said category.

During your tenure of Trainee we are pleased to share your stipend and same will be fixed till you get graduated for Engineering obtaining the Graduation certificate.

Having obtained the Engineering graduation you will be enrolled as an direct employee for 1st six month on a probation period and upon completion of probation period you will be deemed as permanent employee.

You also need to give your original SSLC marks card which company will be retaining as a job security till such you are in placement in our organisation and company will be giving you in writing on true company letter head having obtain same from you as proof. The original SSLC marks card will be returned upon handing over all the responsibility and task towards the work assigned to you during the reliving period of 2 months or may much earlier as and when you put the resignation.

We are glad to share your 3 years of rumination as said below with other all facilities as per company rule, if same is accepted pls do revert back as your acceptance replying to this email confirming to join us from 2nd March 2020. Management will grant all necessary leave required during your final semester exam for studies and preparation which will be LOP (Loss of Pay).

Details are as follows:

Particulars:

Details:

Designation

Trainee Engineer / Jr. Project Engineer

Location

Bangalore

Date of commencement of Employment (DOJ)

2nd March 2020

Reporting To

General Manger & Vice President (Project)

Probation Period

6 Months

Other Benefits

Gratuity & Insurance

Leave per Year after Probation

Annually 28 Days

Public Holidays

As declared by the company

Salary

Year

Salary

Allowance

Take Home

Trainee / Probation Period

18000

2000

20000

2021 January

19800

2250

22050

2022 March

21800

2500

24300

Kindly Note:

The increment will be made after every 14 months as mentioned above.

Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you a day before your joining.

If the given details are in line with your career growth and expectations, kindly acknowledge this offer within 7 working days of receiving this e-mail as a token of your acceptance to this offer.

We look forward to a mutually rewarding relationship.

Kindly ensure to reply to this email with your response of YES OR NO, by making “reply all” including those you are in CC.

Thanks & Regards,

Upendra Kumar M

SOLAS®

FIRE SAFETY EQUIPMENT (P) LTD.

2, 1st Main, Vasanth Nagar,

Bangalore 560052

Karnataka, INDIA

Tele : + 91-80-40839396 (100 lines) Mob : + 91 63667 51636 Website : www.solasfire.net

We Serve To Save

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ENG16EC0090

From: Subramanyam Mahadevan < subramanyam.m@speridian.com>
Date: Tue, Jan 7, 2020 at 9:23 AM
Subject: Final Selects Dayananda Sagar
To: placement@dayanandasagar.edu

Hi Sir,

As discussed, please inform the below selected candidates

Sl#	Name	Email	College	Branch	Select
1	Aditya Maniyar	maniaraditya59@gmail.com	DSI	CSE	Y
2	Ankit Sinha	ankitsinhaofficial1@gmail.com	DSI	CSE	Y
3	Viragandham Saikrishna	vsaikrishna7029@gmail.com	DSI	CSE	Y
4	Tenzin Gyalpo	Tenzingyalpo228@gmail.com	DSI	EC	Y

Thanks

Subramanyam Mahadevan
Senior Executive - Human Resources
G-2 Thejaswani, Technopark Campus
M: +91 859.393.1293 | O +91 471 .270.0525 (287)
subramanyam.m@speridian.com | www.speridian.com

Speridian TECHNOLOGIES

ReplyForward

Offer: Computer Consultancy
Ref: TCSL/DT20195245361/Bangalore
Date: 13/09/2019

Ms. Vaishali Ravi
44/1Off Sarjapur Road,
Kodathi Village,
Bangalore-560035,
Karnataka.
Tel# -

Dear Vaishali Ravi,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY
You will be eligible for a basic salary of **₹10,200/-** per month.

BOUQUET OF BENEFITS (BoB)
Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,
address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Vaishali Ravi**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure 2

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

TATA CONSULTANCY SERVICES
VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**
   Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**
   Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Technosoft
Global Solutions LLP

7th floor, OLYMPIA TEKNOS,
Plot no.28, South Phase,
SIDCO Industrial Estate,
Guindy, Chennai – 600 032.
Ph: 91-44 4226 9999.

TGS/HRD/TR/2
03-Dec-2020

Prasid Gopal B K

Dear **Prasid Gopal B K**,

Welcome to Technosoft,

We are pleased to offer you the position and role of **Trainee**. We strongly believe that your competence, coupled with the opportunities at Technosoft will be a winning team.

Your compensation is shown in detail on the next page. A detailed appointment letter will be given to you on joining. Technosoft is a growing company, and we are dedicated to provide you opportunities for career development and advancement.

Please note that this offer is contingent upon the following:

1. Your acceptance of this letter.
2. Your ability to travel abroad for durations as required by the company and your role.
3. Providing a relieving letter from your previous employers.
4. Providing copies of educational and professional certificates.
5. Satisfactory background and reference check
6. Salary certificate from the last employer giving details of monthly and annual emoluments along with Form 16.
7. Proof of date of birth.
8. Five copies of your latest passport size photographs.
9. Photocopies of AADHAR PAN card & Passport.

We would be conducting a background and reference check either directly or through a third party. Please be aware that your joining will be confirmed upon successful completion of background checks. The offer and any subsequent appointment that you receive from Technosoft will stand cancelled if your background and reference check are not upto the expectations.Please sign and return one copy of the offer letter to the undersigned. We would appreciate you joining us on or before **03-Dec-2020** else this offer letter will be invalid.

We look forward to a mutually rewarding and a long and fruitful association.

Sincerely,
For Technosoft Global Solutions LLP

Dr.Jude Xavier
Vice President & Head – Human Resources

Read & Accepted:
Date:

This is a computer-generated document. No signature is required.

Technosoft
Global Solutions LLP

7th floor, OLYMPIA TEKNOS,
Plot no.28, South Phase,
SIDCO Industrial Estate,
Guindy, Chennai – 600 032.
Ph: 91-44 4226 9999.

Compensation Stack Up

Components	Monthly	Annual
Basic	8,750	1,05,000
House Rent Allowance	4,375	52,500
Bonus	1,400	16,800
Special Allowance	6,646	79,749
LTA	1,458	17,500
Gross Monthly Salary (A)	**22,629**	**2,71,549**
Cost incurred by the company towards: (B)		
Gratuity	421	5,051
Employer Contribution towards PF*	1,950	23,400
Health Benefits (As per Schemes)		
Group Health Insurance	702	8,424
Personal Accidental Insurance	24	288
Total Benefits	**732**	**8,784**
Total Cost to Company (A+B)	**25,000**	**3,00,000**

1. **House Rent Allowance**
   The eligibility is 50% of basic and one needs to submit proof of payment of rent by way of duly stamped rent receipts for allowing tax deductions.

2. **Leave Travel Allowance**
   The tax exemption is available twice in a block of four calendar years. The LTA exemption is available for actual costs incurred and is based on evidence furnished in support of claim.

3. **Special Allowance**
   This is a taxable component of income however future tax saving options such as lunch reimbursement/coupons will be drawn out of this component. Tax saving options announced would entirely depend on the tax regulations from time to time announced by the IT Act.

4. **Statutory Deductions**
   Provident fund, employees' contribution and Professional tax, will be deducted on a monthly basis. Income tax will also be deducted on a monthly basis based on declaration given by the employees in the beginning of the financial year.

5. **Insurance**
   You will be eligible for Family Health Insurance of Rs.100000 and Personal accidental Insurance of Rs.20,00,000. Premium would vary every year and will be deducted accordingly from monthly CTC.

Sincerely,
For Technosoft Global Solutions LLP

Dr.Jude Xavier
Vice President & Head – Human Resources

Read & Accepted:
Date:

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Global Solutions LLP

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6. **Gratuity**
   Gratuity contribution provided by the company is payable as per the provision of Gratuity Act, 1972.

7. **Notice Period**
   A notice of 60 days is applicable during the employment with the company by either party to terminate contract of employment.

Sincerely,
For Technosoft Global Solutions LLP

Dr.Jude Xavier
Vice President & Head – Human Resources

Read & Accepted:
Date:

This is a computer-generated document. No signature is required.

Awfis Space Solutions Pvt Ltd, 1st Floor, # 24, Sabari Complex,
Residency Road, Bengaluru, Karnataka India 560025
CIN - U74999KA2016PTC096027

03 September 2020

Swathi PR
Bangalore

LETTER OF OFFER

Dear **Swathi**,

We are pleased to offer you the position of **Analyst** at **TheMathCompany** Bangalore on **07 September 2020** with the following terms and conditions.

1. Your compensation package will be **₹ 4,00,000** per annum. Breakup of salary is appended to this letter. Salary will be payable as per the addendum and in accordance with the company policy and payroll process.

2. You shall be expected to operate with the highest degree of initiative, efficiency and responsibility. You will at all times act bearing in mind the best interests of the Company and will at no time, do or commit such acts which compromises the Company's reputation presently or at a future date.

3. You may resign the services of the Company at any time with due notice or in lieu of salary thereof, just as the company may conclude its employment relationship with you at any time without assigning any reasons with due notice or salary in lieu thereof. In cases of such resignation or termination, the Company shall not be entitled to pay any severance whatsoever in addition to the due salary in accordance with the notice period. The first six (06) months of your employment with the company will be on probation. Your performance will be evaluated on a periodic basis to determine if your performance meets company's requirement and if it is found that your performance as per the evaluation is not satisfactory, lucrative or does not meet the standard/ requirement which is set by the Company, the Company shall take appropriate step as per its discretion. The notice period applicable would be two (02) months during the period of probation and on fulltime or permanent employment as well. During the notice period the Company reserves the right to require the employee to complete the assignment based on business needs.

4. Your services will be liable to be transferred from one place/location to another and/or from one department to another either existing or to be set up in future, anywhere purely at the discretion of the Company. On such transfer, you will be governed by the rules and regulations and other working/service conditions as applicable at the place of posting.

5. **Pre-condition for Employment:**

   a) The terms and conditions laid out are pre-conditional for employment. The appointment letter is valid only after you sign the acceptance below at the time of joining.

   b) You will be considered for a salary revision annually.

   c) The offer of employment is on the basis that the information furnished by you is complete and correct. If at any time after or during employment, the information submitted by you is incorrect or false or you have concealed or withheld the company any relevant fact or information your employment with the company shall be liable for termination without any notice or salary in lieu thereof.

   d) The payment of salary is personal to you and you are expected to treat the information strictly confidential and will not disclose, divulge or make it public. Any breach in this regard will be viewed as a violation of regulatory directions and will attract disciplinary action.

Awfis Space Solutions Pvt Ltd, 1st Floor, # 24, Sabari Complex,
Residency Road, Bengaluru, Karnataka India 560025
CIN - U74999KA2016PTC096027

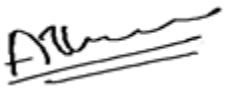
6. You are required to submit following documents at the time of joining:

- Photocopies of your educational qualifications
- Previous Company relieving Letter

Please sign a duplicate copy of this letter.

Thanking You,

THEMATHCOMPANY PRIVATE LIMITED



Ashish Thomas Sam
Senior Partner - People & Operations

Acceptance:

I have read, understood and accepted the above. I understand that the terms and conditions are pre-conditions to my being offered employment with the company. I am under no obligation or coercion to accept these terms and conditions of employment. I accept them of my own free will.

Swathi PR	_____	_____
Name	**Signature**	**Joining Date**

Awfis Space Solutions Pvt Ltd, 1st Floor, # 24, Sabari Complex,
Residency Road, Bengaluru, Karnataka India 560025
CIN - U74999KA2016PTC096027

Compensation Details

TheMathCompany - Compensation Break Up		
Name	Swathi PR	
Designation	Analyst	
Particulars	**Monthly**	**Yearly**
Basic Salary	₹ 16,667	₹ 2,00,000
House Rent Allowance	₹ 6,667	₹ 80,000
Conveyance Allowance	₹ 2,000	₹ 24,000
Medical Allowance	₹ 1,250	₹ 15,000
Food Allowance	₹ 2,200	₹ 26,400
Leave Travel Allowance	₹ 833	₹ 10,000
PF Contribution (Employer Contribution)	₹ 1,800	₹ 21,600
Special Allowance	₹ 1,917	₹ 23,000
Total Fixed Compensation	**₹ 33,334**	**₹ 4,00,000**

- In addition to this, you will be covered under a group insurance policy up to ₹ 3,00,000 (with a premium between 15-20 k per year which hasn't been included in this calculation)

Letter of Intent - Sowmya M - Ref. No.: 9231160

1 message

<careers@wipro.com> Thu, Feb 13, 2020 at 1:11 AM
To: sowmyam251@gmail.com
Cc: manager.campus@wipro.com

Campus - Letter Of Intent

February 13, 2020

Dear Sowmya M,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of Project Engineer which will be in the Career Band TRB-II of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

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**

Kindly note this letter of intent, if accepted, shall be followed by a letter of appointment from us.

Please confirm your interest to receive the offer of appointment by accepting the contents of this communication within 15 calendar days. Your communication of interest is a precondition to the issuance of the offer of appointment.

Please login to your Candidate Desktop to Accept or Decline the offer.

Yours sincerely,

For **Wipro Limited**
Sunil Kalachar
General Manager - Global Campus Head

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all

copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email. www.wipro.com

ENG16EC0044

Functional Safety Management
(TUV Rheinland)
IEC 61511-2016
SIS Integration (Phase 4)
FSM 115

Yokogawa India Limited
Regd. Office
Plot No. 96, Electronics City Complex,
Hosur Road,
Bangalore - 560100, India
Tel: +91-(0)80-41566000
Fax: +91-(0)80-2852-1442

YOKOGAWA

Date: 13th March 2020

Name: Manu M P
Address: #321, MAKARU-VATLAMAKKI, HEGGARU,
NILUVAGILU, KOPPA, CHICKMAGALURE-577120

LETTER OF INTENT

Dear Mr. Manu,

We refer to our discussions/ Interviews we had regarding career opportunities at Yokogawa India Ltd. We are pleased to extend you a letter of intent for the position of **Trainee Engineer** at Remuneration of **INR 4,20,120** per annum (Refer Annexure 1 for CTC details)

A detailed Offer Letter will be issued to you post completion of our entire recruitment procedure for hiring Trainee Engineer positions. The date of joining will be communicated to you separately.

The offer is subject to fulfilling the below eligibility criteria-

1. Successful verification of your document & subsequent checks (as per the Documents Verification list enclosed as Annexure 2)
2. You are being found medically fit at the time of joining (as per the pre-employment medical tests mentioned in the Annexure 3)
3. Completion of your graduation/post gradation degree with an aggregate of 60% without any backlogs at the time of selection and joining

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

We welcome you to Yokogawa India Ltd. and wish you a rewarding and successful career ahead.

With Best Wishes,

For Yokogawa India Limited

K Rajagopalan

AVP & Head-HR & Administration

Scanned with CamScanner

YOKOGAWA

Annexure 1
SALARY ANNEXURE

NAME: Manu M P
Grade : IR
Designation : Trainee Executive
Location : Bangalore

	(Rs. per month)	(Rs. per annum)
Basic	4,600	55,200
HRA	2,760	33,120
Trainee Allowance	23,350	280,200
Provident Fund - *(Company's contribution)*	1,800	21,600
Total Monthly / Annual	32,510	390,120
End of Training Bonus (To be paid only upon successful completion of training)		30,000
Total per annum		420,120

Note: The above Compensation and Benefits are subject to taxes, to be borne by the incumbent as per prevailing tax law's

Additional benefits:

1. Coverage under Personal Accident Insurance - AS PER COMPANY POLICY
2. Coverage under Mediclaim / Hospitalization Insurance for "Family - Self, Spouse & 2 children, if married - AS PER COMPANY POLICY
   Parents / Parents-in-laws - AS PER COMPANY POLICY
3. You will be entitled to avail company provided free shuttle transport facility & subsidized canteen facility

Other terms and conditions:

- Training Period is for 12 Months from the date of joining. The management reserves the right to extend this period at its sole discretion, if your performance during the Training Period is found to be unsatisfactory
- 100% compliance of company's rules, regulations, code of conduct and business conduct
- Adherence to the Employment Terms and Conditions

The existence, nature, terms and conditions of this letter of intent w.r.t to compensation are strictly confidential and shall not be disclosed by candidate in any manner or form, directly or indirectly, to any person or entity without the company's consent.

The provisions of this Letter of Intent have been read, are understood, and the offer is herewith accepted. I understand that my employment is contingent upon of fulfilling eligibility criteria as mentioned herein above.

[SIGNATURE]: Manu. M P

[NAME]: MANU . M . P .

[DATE]: 20/03/2020

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Strictly Private and Confidential

Date:07-Feb-2020

Akash Balan
C8532913

#37,13th cross,Vishwapriya layout,Begur road,Bangalore-560068

9739590989

Dear **Akash Balan,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: d0a6b1b0-29cf-427f-bdaa-9420f7314887_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 the pre onboarding online learning program that was 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.
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- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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.

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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 numberwithin 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 singed copy of this Offer letter and Terms of Employment.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

Benefits applicable for current Company financial year:

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   a. You have the option of availing Accenture negotiated rates to cover your parents, parent's 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 borneby 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, parent's 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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1. Two copies of your recent passport size photographs.
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4. Passport copy, if available (if not please apply immediately).
5. Pan Card
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

Date:02-Jan-2020

AMOGH R GOWDA
C8445162

#16,2nd main 2nd stage 1st cross arekere mico layout bannergatta road bangalore-76

7338085932

Dear **AMOGH R GOWDA,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 7f64088c-3d87-40ac-ba73-f990f76f83bf_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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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

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Joining Bonus (Refer to the section C)	25,000
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Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

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Strictly Private and Confidential

Date:03-Jan-2020

Kripesh Kumar Gupta
C8447961

House No. 210, Vill+Post- Garhamalpur, District- Ballia, Uttar Pradesh

8307742986

Dear **Kripesh Kumar Gupta,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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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 Center, India

ACKNOWLEDGED AND AGREED:

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3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card
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

Date:24-Jan-2020

NISHAAN M V
C8502342

18/1 Radhakrishna Enclave 1st floor,Rangarao road,Shankarpuram

7406006068

Dear **NISHAAN M V,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 9bfabfb0-b3a8-49d2-a537-c12df08591e3_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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.

ENG16ME0041

Strictly Private and Confidential

Date:07-Feb-2020

SURAJ VINAY R

C8532898
#29 3RD CROSS DR TCM ROYAN ROAD SIDDHARTHA NAGAR BANGALORE-53

9663971966

Dear SURAJ VINAY R

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: a57a482f-a900-421d-8128-5882e7767258_1
Signed By: Mohan Sekhar

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Strictly Private and Confidential

Date:07-Feb-2020

SANJAY Krishna
C8532915

#150/2 HSR layout 1st sector 23rd main road 7th cross

8123775226

Dear **SANJAY Krishna,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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:

Sanjay.K
Candidate's Signature

Reference Id: a22f5125-5861-4e44-bd4e-55f070f1cd1a_1
Signed By: Mohan Sekhar

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- 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 the pre onboarding online learning program that was 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.
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- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed copy of this Offer letter and Terms of Employment.

Sanjay.K

Candidate's Signature

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After accepting this Offer,we encourage you visit Countdown to the Company-(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, interactive welcome r help you successfully navigate the first days, weeks and months of your career at Accenture. It will also p interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the fu...

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

Sanjay K

[*Insert full legal name*]

Sanjay K
Candidate's Signature

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ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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.

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• 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

Sanjay.K

Candidate's Signature

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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.

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, parent's 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 borneby 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, parent's 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.

Sanjay.K

Candidate's Signature

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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.

Sanjay K
Candidate's Signature

Scanned by CamScanner

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
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.

Sanjay. K
Candidate's Signature

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Hi GOWDA K M R,

Welcome to Accenture, you have been onboarded.

Following are your login credentials and project details. Kindly refer & go through complete mail on Azure MFA Registration kit to create your password.

NEW JOINERS' ENABLER INFORMATION

(Please follow the instructions given below)

Employee Name	**GOWDA K M R**
SAP/Personnel number/Employee ID	**13639194**

Strictly Private and Confidential

Date:01-Jan-2020

R. HRISHIKESH
C8440390

Dear **R. HRISHIKESH,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed copy of this Offer letter and Terms of Employment.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:01-Jan-2020

Jayaram BS
C8440408

Dear **Jayaram BS,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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: 75cfbf4b-acad-4ce5-b874-d3f433c26511_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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

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(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

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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

Date:01-Jan-2020

RAHUL GAIKWAD. S
C8440410

Dear **RAHUL GAIKWAD. S,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

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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, parent's in-law and additional children under the separate Insurance plan
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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

Date:01-Jan-2020

Venkatesh M

C8440386

Dear **Venkatesh M,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Associate

Career level – Career level - 12

Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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.

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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 the pre onboarding online learning program that was 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 berequired to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions 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 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. 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 32,500. 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 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 Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that 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.

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.

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, parent's 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 borneby 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, parent's 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
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

Date:24-Jan-2020

Syed Shahabaz Ahmed

C8502669

171/2 ramanna Reddy building seetharam nagar , hebbagodi , bommasandra , anekal taluku 560099

8971214892

Dear **Syed Shahabaz Ahmed,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Role - Application Development Analyst
Career level – Career level - 11
Talent Segment - Software Engineering

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 65% and above or 6.5 CGPA or above, 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 fifteen learning modules hosted on a technology platform will prepare you to be code ready.

Reference Id: fc999fb7-c337-480c-902d-02f4d9e4cc32_1
Signed By: Mohan Sekhar

- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was 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, guidance and appropriate refresher training sessions 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 foregoing 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 numberwithin 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 singed 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 online, 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 http://indiacampus.accenture.com/candidate.

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 Center, India

ACKNOWLEDGED AND AGREED:

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	84,500
Maximum Annual Total earning potential (A+B)	6,26,000
(C) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	24,000
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,50,000

(A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. 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 84,500. 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 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.

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.

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, parent's 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, parent's 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.
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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
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.

Your Offer from Amazon (Campus 2020)

3 messages

C-Ops Campus Team <cops-campus@amazon.com> Sun, 10 May, 2020 at 4:47 PM
To: praveenpalled3@gmail.com <praveenpalled3@gmail.com>

Hi Praveen U Marlanahalli Palled,

Congratulations!

Thank you for your time to participate in Amazon Campus hiring process. It is with great pleasure that I welcome you to be a part of Amazon. We are very excited to have you on board with us!

Your date of joining is 22-Jun-2020. We look forward to receiving your acceptance on this offer within **24-48 hours**.

You will receive an email from "MYDOCS" & "attest360" with username and password for further onboarding process and for background verification.

Please find below the breakup of your offer components:

Current Compensation Summary		
Designation	Sr. Associate - Prod Compliance	
Job Location	Bangalore	
Gross Salary	Annual (in INR)	
	4,29,100	
Gross Salary Break-Up		
Pay Component	**Annual (INR)**	**Monthly (INR)**
Basic	214,550	17,879
House Rent Allowance	107,275	8,940
Employer contribution to PF	21,600	1,800
Leave Travel Assistance	44,698	3,725

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Medical Allowance	15,000	1,250
Conveyance Allowance	19,200	1,600
Meal Allowance	6,777	565
Gross Salary	**429,100**	**35,758**

Additional Employee Benefits Summary (Details to follow in MYDOCS):

- **Employee Medical Insurance** (Amazon offers medical insurance cover of INR 500,000 (family floater) for Employees and their dependents (Spouse and up to 2 Children)
- **Transportation Facility** (Free Cab Facility)
- **Meal Card** (Amazon India provides Meal Card worth INR 1100/- every month)
- **Leaves** (Annual Leave, Sick Leave, Casual Leave)
- **Annual Health Check**
- **Employee Accident Insurance**
- **Employee Life Insurance**

Note:
Detailed overview will be shared during your New Hire Orientation session.

Thanks & Regards,
Avinash Kumar Singh
Campus Recruitment Team (Compliance Operations)

Scanned with CamScanner

*** Private & Confidential ***

Mr.Viraj Awate
Amrita College

Bosch Global Software
Technologies Private Limited
(CIN:
U72400KA1997PTC023164)
123, Industrial Layout,
Hosur Road, Koramangala
Bengaluru 560095 INDIA
Tel +91 80 6657-5757
Fax +91 80 6657-1404
www.boschsoftwaretechnologies.com

Our Reference

TN/49676/2022/M.E/M.Tech

Dear Mr.Viraj Awate Date:20.07.2022

SUB: LETTER OF ENGAGEMENT AS 'PROJECT TRAINEE'

With reference to your application and the interview you had with us, we are pleased to inform you that you have been selected as a "**Project Trainee**" in our organization on the following terms and conditions:

1. **Nature of Engagement:**

You will be engaged as a Project Trainee in our establishment in the area of **"MS/EKI-XC"** and during the course of Engagement, you shall be under the guidance of **Kalyanaraman S (MS/EKI1-XC).**You may be required to undergo training in different shifts if necessary to enable you to get adequate exposure of the functioning of the different departments. Your hours of engagement will be as per the project requirements. You will observe weekly holiday and other holidays at par with regular employees.You "shall follow rules and regulations of the work place during the period of engagement.

2. **Duration of Engagement:**

The engagement period will be 03.08.2022 to 30.06.2023 unless the company extends the period of your engagement in writing, your engagement shall automatically stand terminated on the end date.

3. **Scholarship:**

You will be paid a scholarship of Rs. 35000 per month (Rupees Thirty five thousand only), during the period of engagement. Other than the above, you will not be entitled to receive any other payment/allowance.

Registered Office: Bosch Global Software Technologies Private Limited - (CIN: U72400KA1997PTC023164)
(Formerly known as Robert Bosch Engineering and Business Solutions Pvt. Ltd.)
123, Industrial Layout, Hosur Road, Koramangala, Bengaluru - 560095, India
Managing Director: Mr. Dattatri Salagame
© Bosch Global Software Technologies Private Limited 2022. All rights reserved, also regarding any disposal, exploitation, reproduction, editing, distribution, as well as in the event of applications for industrial property rights.
Contact: connect@in.bosch.com

4. Other terms & conditions:

4.1 You will be entitled to take 1 day Leave (GL) per month.

4.2 During the engagement or after completion thereof you shall not divulge, disclose or impart to any person/any organization, any trade secret or any information whatsoever concerning the business, finances or any dealings, transactions or affairs of the company which may come to your knowledge during the course of engagement.

4.3 You will be subject to the rules and regulations of the company in force from time to time.

4.4 The offer of Engagement is on the understanding that all the information given by you in your application form is correct, true and complete. If it is found at any time that the information given by you in the application form is not correct and true and or you have knowingly suppressed any information, the company will have the right to discontinue your engagement at any time and without any notice or compensation.

4.5 IP Assignment: You shall assign to the Company any invention that you may develop during the course of your internship with us and the Company shall be free to deal with such invention as it may deem appropriate.

While reporting, please bring the following:

2 Passport size photographs

2 copies each of your educational certificates

Original bona-fide certificate

Proof of Identity and residence

The original documents (except bona-fide certificate) will be returned to you after verification.

Please sign and return the duplicate of this letter as a token of your acceptance of the above terms and conditions.

Bosch Global Software Technologies Private Limited

pki, BOSCH, APAC, B, E, Bellur.Mohan
Digitally signed by pki, BOSCH, APAC, B, E, Bellur.Mohan
Date: 2022.07.21 09:30:31 +05'30'

Bellur Mohan Nanjundiah
General Manager
(Human Resources)

pki, BOSCH, APAC, M, A, Madhura.H
Digitally signed by pki, BOSCH, APAC, M, A, Madhura.H
Date: 2022.07.21 11:41:52 +05'30'

Madhura H
Senior Officer
(Human Resources)

I accept the above terms and conditions and confirm that I will report as a Project trainee on _____

PLACE:

DATE: **(Signature of the Candidate)**

DocuSign Envelope ID: 51FC3FDC-1329-4DD9-93A7-58D55141F290

BYJU'S The Learning App

OFFER CUM APPOINTMENT LETTER

Date: 05 September 2022

Name: Standley Jones

Address: 97-10-01, Christian Colony, Chitguppa, Chitguppa - 585412

Dear Standley Jones

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment in our company, on the following Terms and Conditions:

1. Date of Joining & Work Location:

Your appointment becomes effective from the date of joining the services of the Company, which date shall be not later than **05 September 2022**

Your work location would be **Bangalore** or any other location as assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. Department, Designation:

Department: - **Sales**

Designation: - **Inside Sales Associate - Sales**

3. Cost to the Company:

Your annual Compensation including Performance Pay and Benefits is **Rs. 800000 /-.** Your salary comprises of a Fixed Compensation, Variable Compensation and Other benefits (Refer **Annexure 1** for detailed breakup).

Your salary will be revised yearly based on your satisfactory performance in the company determined at the sole discretion of the Company.

The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances
(e) Or any other applicable statutory deductions

The Income Tax Liability with regards your salary and perks will your liability, and will be governed by the tax laws of the country as applicable from time to time.

DocuSigned by:
15F4FFBC163E43C...
[Employee's Signature]

DocuSign Envelope ID: 51FC3FDC-1329-4DD9-93A7-58D55141F290

Other Benefits

- **Health Insurance Scheme**
  You are covered by the group Health Insurance Scheme with add-on benefits that focus on you and your family's protection for a holistic health and wellness. Please refer to the Group Insurance Policy for more details and exact coverage.

- **Expense Reimbursement**
  In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

4. Company Policies:

You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you. You will be governed by the attendance policy basis of your role and department of the work, operated from time to time. Management reserve rights to amend the policy time to time.

5. Retirement Age:

The age of Superannuating of an employee from Company Service is 60 years. You shall however, during your employment be required to be medically fit for the work for which you have been employed. As to whether an employee is medically fit, is an issue that will be professionally determined by the Company and the employee shall be bound by such determination. You will accordingly undergo periodic medical examination as and when intimated to you by the Company. The Company shall have the right terminate your services immediately, in the event you are found to be medically unfit to perform your duties and responsibilities.

DocuSigned by:
15F4FFBC163E43C...
[Employee's Signature]

[Intentionally Left Blank]

DocuSign Envelope ID: 51FC3FDC-1329-4DD9-93A7-58D55141F290

6. Termination:

Your services may be terminated in the following manner:

(i) The Company will be entitled to terminate your services by giving you 15 days notice in writing, or by payment of 15 days salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 15 days notice in writing or 15 days salary in lieu of such notice.

(ii) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

(iii) In the event of your resignation from the services of the Company, you will be required to give the Company 15 days written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

(iv) You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 15 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the Company.

(v) In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout. This clause is applicable only if there has been a notice-period buyout by BYJU'S.

7. Confidential Information:

As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, the Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course material, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information.

You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in the Company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

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8. Intellectual Property Rights:

All the Intellectual Property Rights in the material developed by you, class material and related documents shall at all times remain the property of Think & Learn. You shall provide all assistance and execute all deeds and documents required to vest the Intellectual Property Rights with Think & Learn. In the event any of the Intellectual Property Rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such Intellectual Property in perpetuity to Think & Learn. You shall not assert any right, title and interest over such Intellectual Property Rights.

9 . Indemnity:

You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

(a) Any act or omission by you;
(b) Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
(c) Any representation or warranty or information furnished to the Company found to be false;
(d) Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or

(e) Failure to adhere to the standards/specifications/policies of the Company.

10. General Provisions:

a) As an employee in the full-time employment of the Company, you are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b) You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

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c) Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d) During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e) You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f) You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

g) You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h) The Company will deduct taxes as appropriate and consistent with the Indian Tax Regulation. You will be responsible for your tax liabilities under all-applicable tax laws and regulations.

i) This letter constitutes the complete understanding between you and the Company regarding terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j) All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

k) Anti-disparagement: During the term of engagement/ employment and at all times thereafter,

(i) The Employee shall not, directly or indirectly, in any capacity or manner, make, express, transmit, speak, write, verbalize, or otherwise communicate in any way (or cause, further, assist, solicit, encourage, support or participate in any of the foregoing) any remark, comment, message, information, declaration, communication or other statement of any kind, whether verbal, in writing, electronically transferred or otherwise, that may reasonably be construed to be derogatory, disparaging, denigrating, maligning or critical of, or negative towards the Company or the business or business relationships of the Company or any shareholder, or any of their affiliates, investors, employees, directors, agents, or partners including business partners;

(ii) The Employee shall not assist, or cooperate with, any other person in committing any act, which, if committed by the Employee, would constitute a violation of this clause; and

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(iii) The Employee shall not do or cause to be done any act, deed or thing which would affect the Employee's obligations to the Company and shall promptly inform and keep informed the Company of any act, deed, thing or event which would prejudicially affect the interests of the Company. Any violation to the provision will lead to legal/disciplinary action.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by e-signing this letter. This employment letter is valid only if you join the company on the said date of joining unless otherwise mutually agreed in writing.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

Thanking you,

Yours faithfully

Deeptha A R
Head – Human Resources
Think & Learn Pvt. Ltd

ACCEPTANCE

I accept the above mentioned terms and conditions.

Name: Standley Jones

Signature: DocuSigned by: 15F4FFBC163E43C...

Date: 05 September 2022

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Annexure I- Compensation Details

Name	**Standley Jones**
Designation	**Inside Sales Associate - Sales**
Date of Joining	**05 September 2022**
Total Cost to Company (CTC)	**800000**
Fixed Compensation	**500000**
Variable Compensation* **	**300000**
Total Cost to Employee (CTE)	**478400**

Component Category	***Annual***
EARNINGS	
Basic Pay	**250000**
HRA*	**125000**
Statutory Bonus	**16800**
Leave Travel Allowance	**84000**
PF(employer part)* **	**21600**
Adhoc Allowances **	**2600**
DEDUCTIONS	
PF(employees part)* **	As per Rules
Professional Tax	As per Rules
TDS	As per Rules

**For House Rent Allowance, declaration and original receipts to be submitted once a year.*

***Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure II for details*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC*

Variable Compensation Performance Pay***

You are eligible for a yearly performance pay of up to Rs. **300000** /-, which will be paid monthly upon completion of your individual sales targets and performance numbers. The payment is subject to your being active on the company rolls on the date of announcement of the Performance Pay. The Performance Pay is subject to review and may undergo change based on the actual performance of the company and your ongoing individual performance. This allowance is payable based on the company's Productivity/performance, and as such will be treated as productivity bonus in lieu of statutory profit bonus.

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Annexure I I – Adhoc Allowances

Adhoc Allowances will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	**Maximum Amount**	**Tax Treatment**
Mobile & Broadband Allowance	Upto INR 1,000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Upto INR 30,000 per annum	
Fuel Allowance	Upto INR 2,400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Upto INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered as taxable through the year , however on production of required bills over quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep the copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above mentioned tax benefits will be applicable only for those employees who opt for Old Income Tax Regime and not the new one
- Special Allowance component is a part of taxable income

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ANTI FAKE SALES SELF DECLARATION

I Standley Jones ,

hereby solemnly declare that I've undergone necessary modules on creating awareness against fake sale during my sales training of BYJU's – Think & Learn Pvt Ltd and I shall strictly adhere to the same at all times during my employment with BYJU'S (Think & Learn Pvt Ltd.).

I Standley Jones

pledge that:

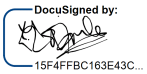
I understand that any suspicious activity such as, but not limited to

1. Fake customer for punching the sale
2. Fake details about the customer for punching the order

would come under the ambit of fake sales.

- I understand that all my punched orders in Order Hive/Achieve can be audited by the company anytime within the next 18 months
- I understand that the company has the legal right to take appropriate action against my wrongdoing as per the Indian Penal Code
- I hereby declare that I shall keep the company indemnified against all possible consequences incurred by the Company arising out of or in connection with my Fake sale and I shall bear the complete responsibility for the same.
- I will reach out to my HRBP in case of any doubt or concern with the policy

DATE: **05 September 2022**

SIGN: 

Name: **Standley Jones**

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NON-DISCLOSURE AGREEMENT

This Non-Disclosure Agreement ('**Agreement**') is effective from your Date of Joining **05 September 2022**

BY AND BETWEEN:

Think & Learn Pvt Ltd, having its office at IBC Knowledge Park, 2nd Floor, Tower-D, Bannerghatta Main Road, Bengaluru, Karnataka-560029, (hereinafter referred to as "**Think & Learn**" or **"Company"**, which expression shall unless repugnant to the context and meaning thereof mean and include their successors and permitted assigns) of the **FIRST PART**;

AND
Standley Jones
S/O Mr. **Emmanuel Shashikanth**
Aged about (23) years
residing at 97-10-01, Christian Colony, Chitguppa, Chitguppa - 585412
(Hereinafter referred to as the "Employee", which expression shall unless it be repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, successors and permitted assigns) of the **SECOND PART**.

WHEREAS

1. The Company is engaged in the business of providing educational services;
2. The Employee, will have access to the confidential and proprietary information of the Company;
3. To maintain the confidentiality of the confidential and proprietary information of the Company, the Employee has agreed to execute these presents.

NOW THIS AGREEMENT WITNESSETH AND THE PARTIES AGREE AS FOLLOWS:

1. In this Agreement, unless the context otherwise requires, the following words and expressions shall bear the meanings ascribed to them below:

"**Documentation**" shall mean notes, memoranda, reports, lists, records, drawings, sketches, specifications, software programs, data, documentation, videos, compact discs containing Coaching Materials, videos relating to conduct of coaching classes or other materials of any nature and recorded in any form, whether written, printed, or in digital format or otherwise, relating to Coaching Materials and any other such material handled, possessed or dealt with by the Employee in course of his/her employment with the Company.

"**Confidential Information**" means all 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.

In addition to the aforesaid definition, the parties set out their express understanding that the term Confidential Information as used in this Agreement includes the following types of material and information (whether or not reduced to writing or designated as confidential):

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1. *Proprietary Material.* Information relating to the Company's proprietary rights including but not limited to all intellectual property rights, whether registered or not, including the intellectual property rights subsisting in the course content, innovative teaching mechanism, business, technical, financial, operational, data which are of secret and proprietary nature including any memorandum, reports, documents, valuations and any other information provided by the Company (whether on computer disk, visual presentation or otherwise);

2. *Computer software.* Computer software of any type or form in any stage of actual or anticipated research and development, including but not limited to programs and program modules, routines and subroutines, processes, algorithms, codes, application development kits, application program interfaces, design concepts, design specifications (design notes, annotations, documentation, flowcharts, coding sheets, and the like), source code, object code and load modules, programming, program patches and system designs;

3. *Business Operations.* Internal Company personnel and financial information, students names and other student information, purchasing and internal cost information, internal services and operational manuals, and the manner and methods of preparing the Company's business financial statements, analysis, business reports, policies, market survey, market research, human resource data, risk management initiatives, incentive plans, financial projections or personnel matter, employees, investors;

4. *Marketing and Development Operations.* Marketing and development plans, price and cost data, price and fee amounts, pricing and billing policies, quoting procedures, marketing techniques and methods of obtaining business, forecasts and forecast assumptions and volumes, and future plans and potential strategies of the Company which have been or are being discussed;

5. *Product and Content.* The content and courses developed along with the Coaching Material for the Company or its subsidiaries

   Records and repositories of all of the foregoing, in whatever form maintained shall constitute Confidential Information.

   "**Coaching Materials**" shall mean any and all Documentation pertaining to the courses offered, conducted or that are intended to be offered by the Company, study materials, teaching methodology etc. relating to the courses conducted by the Company. The term 'Coaching Materials' include all invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or intellectual property right whatsoever or any interest is developed by the Employee in relation to the Coaching Materials (whether or not registered), whether recorded in written, printed, or in digital format or any other form.

2. The Employee shall not at any time, whether during or after his/her employment with the Company, reveal to any person or entity any Confidential Information (as defined in Clause 1 hereto), except as otherwise authorized by the Company in writing. The Employee shall maintain secrecy of all matters entrusted to him/her and shall not use or attempt to use any material provided to him/her pursuant to his/her employment, except as may be required in the ordinary course of his/her employment with the Company.

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The Employee shall also ensure that he/she does not use any information or material provided to him/her by the Company in any manner which may injure or cause loss or may lead to any injury or loss, whether directly or indirectly, to the Company.

3. The Employee shall maintain the Confidential Information in trust and strictest confidence and, except, as expressly set forth herein, shall not disclose any Confidential Information to any third party. The Employee further undertakes to protect the Confidential Information in accordance with the policies or instructions provided by the Company for protection of Confidential Information and with a reasonable degree of care.

   The Employee shall not make copies or reproductions of the Company's Confidential Information except to the extent necessary for the purposes of performing his/her employment obligations towards the Company, and as may be expressly allowed in advance by the Company in writing from time to time.

   The Employee shall ensure that such re-produced forms or copies of Confidential Information are dealt with the same standard and protocol that is applicable to Confidential Information under this Agreement.

4. The Employee acknowledges and agrees that the Confidential Information constitutes a valuable asset of the Company and is a substantial asset of the Company. Further, any material containing Confidential Information, whether created, composed or generated by the Employee is the property of the Company. Where the Employee has any doubt whether any information is Confidential Information, the Employee shall request a determination from his or her supervisor.

5. The Employee agrees to abide by the policies of the Company (as amended from time to time) established for the protection of the Confidential Information, and take such precautions as set out in the policies to safeguard the Confidential Information, including without limitation the protection of Confidential Information from theft, unauthorized duplication, disclosure of contents and restrictions on access by other persons.

6. The Employee 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.

7. If at any time during the course of his/her employment with the Company, the Employee (either alone or with others) makes, conceives, creates, any Coaching Material (as defined in Clause 1 hereto), Documentation or any other material ("**Developed Material**") that (a) relates to the business of the Company or which is made, conceived or created for use in relation therewith; or (b) results whether directly or indirectly from tasks assigned to the Employee by the Company; or (c) results from the use of premises or assets (whether tangible or intangible) owned, leased or contracted for by the Company, such Developed Material shall be deemed to be 'work for hire' and be the sole and absolute property of the Company. To the extent that any Developed Material does not for any reason vest with the Company on creation or is not deemed to be 'work for hire' either by way of operation of law, contract or otherwise, in consideration of his/her employment with the Company and at no additional cost or consideration, Employee hereby irrevocably assigns and agrees to assign in the future, in perpetuity and on a worldwide basis, (when any such Developed Material is first reduced to practice or fixed in a tangible medium as applicable) to the Company all of the Employee's rights, title and interest in and to all the Developed Materials,

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and to any and all intellectual property rights therein or relating thereto, including but not limited to all inventions, patents, copyrights or trademarks which relate to such Developed Materials, effective immediately upon their conception, origination, creation, preparation or discovery thereof and determined regardless of the medium of expression thereof. The Employee also unconditionally waives any and all right accrued to him/her under law or otherwise (whether at present or that may accrue in future) in relation to the intellectual property rights in the Developed Materials, including but not limited to, rights accrued under Section 19(4) and Section 19A of the (Indian) Copyright Act, 1957.

The parties further agree, that the failure of the Company to exercise any rights over the Developed Materials as contemplated herein within a year shall not cause the assignment of any rights, as applicable, to lapse and the Parties expressly waive the application of Section 19 (4) of the Indian Copyright Act, 1957. The Employee shall promptly disclose to the Company (or any persons designated by it) each such Developed Material.

8. The Employee shall during the course of his/her employment with the Company and at any time thereafter, at the request and cost of the Company, promptly sign, execute, all such deeds, documents, forms and instruments and undertake such acts, filings, submissions and other things as the Company and its duly authorized officers may reasonably require:

(a) to apply for, obtain, register and vest in the name of the Company alone (unless the Company otherwise directs) all intellectual property rights in the Developed Materials in any territory and when so obtained or vested to renew and restore the same;

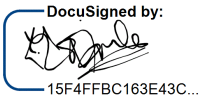
(b) to undertake execution of any documents, instruments or forms or do any such appropriate acts to give effect to the assignment set out under Section 7, if execution of such deeds, documents, forms, instruments or undertaking or such acts, filings, submission or other things is mandatory under law to complete the said assignment.

(c) where the Developed Material is not assignable to the Company by operation of law, contract or otherwise, the Employee unconditionally and irrevocably grants to the Company and its affiliates, an exclusive, transferable, irrevocable, perpetual, worldwide, fully paid up and royalty-free license, with rights to sublicense through multiple levels of sublicenses to reproduce, create derivative works of, distribute, publicly perform and publicly display by all means now known or later developed, such Developed Material.

(d) to defend any judicial action, applications, oppositions, petitions or other proceedings in relation to the applications, assignments or licenses as set out in Clauses 8 (a), (b) and (c) hereinabove.

9. The Employee hereby agrees that he/she shall not do or indulge in any of the following, without the prior written consent of the Company:

9.1 Compete: During the course of his/her employment and for a period of at least two years thereafter, the Employee shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with the Employee's obligations to the Company;



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9.2 Solicit Business: During the course of his/her employment and for a period of at least two years thereafter, the Employee shall not solicit, endeavour to solicit, influence or attempt to influence any client, student or other person directly or indirectly to join/enroll with himself/herself or any person, firm, corporation, institution or other entity in competition with the business of the Company;

9.3 Solicit Personnel: During the course of his/her employment and for a period of at least two years thereafter, the Employee shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of or directly or indirectly offer services in any form or manner to himself/herself or any Person or entity which is a competitor of the Company.

9.4 The Employee acknowledges and agrees that the restrictions in Clauses 9.1 to 9.3 above are considered reasonable for the legitimate protection of the business and goodwill of the Company, but in the event that such restriction shall be found to be void, but would be valid subject to certain modifications, such modifications will be deemed to be incorporated to these Clauses.

9.5 The Employee acknowledges and agrees that the covenants and obligations with respect to non-compete and non-solicitation as set forth above relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, irreparable injury.

10. Circumvention (either directly or indirectly) to any other party without the previously required written approval of the Company shall be a violation of this Agreement, and the Company shall be entitled to monetary damages and injunctive relief. The Employee declares that as of today, he/she is not a member of the Board of Directors, a partner or employee, nor does he/she hold any other office, in any other company, body corporate, partnership, or entity whether organized for profit or not. In the event that he/she is permitted to hold any office, whether for profit or otherwise in such organization, the Employee shall immediately inform the Company and the Employee undertakes to maintain the confidentiality of all information pertaining to the Company, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Company in respect of third parties.

11. The Employee represents that his/her performance of the provisions of this Agreement shall not breach and/or constitute a breach of the Employee's obligations to any other person and the Employee has not and will not at any time hereafter enter into any oral /written agreement in conflict with the provisions of this Agreement.

The Employee represents and covenants that his/her performance of this Agreement does not and will not breach any agreement he/she has entered into or will enter into with any third party, including without limitation, any agreement to keep in confidence proprietary or confidential information acquired by him/her in confidence or in trust prior to his/her employment with the Company. The Employee agree not to enter into any written or oral agreement that conflicts with the provisions of this Agreement.

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12. Upon termination of employment with the Company for any reason, the Employee will promptly deliver to the Company all the Company's documents and materials pertaining to (i) Employee's employment; (ii) the Confidential Information of the Company or the other entities with which the Company has relationships. The Employee agrees to return to the Company all the equipment, files, software programs and other property belonging to the Company on separation from employment. The Employee will not retain any materials (recorded in any form or medium whatsoever) that evidence, contain or reflect the Confidential Information.

13. The Employee agrees that any breach of this Agreement by the Employee will cause irreparable damage to the Company for which monetary damages shall not suffice and that in the event of such breach, in addition to any and all remedies of law the Company has, the Company shall have right to an injunction, specific performance or other equitable relief to prevent the violation of the Employee's obligations hereunder. Further, the Employee agrees to pay the damages suffered by the Company due to his/her breach of the obligations under this Agreement.

14. It is agreed that this Agreement does not create any obligation on the Company to continue the employment of the Employee with the Company.

15. The Parties to this Agreement acknowledge that, in executing this Agreement, each Party has had the opportunity to seek the advice of independent legal counsel, and has read and understood all of the terms and provisions of this Agreement.

16. Any notice required or permitted by this Agreement shall be in writing and shall be deemed duly served upon receipt, when delivered personally or by a delivery service, or seventy-two hours after being deposited in the mail as certified or registered mail with postage prepaid, if such notice is addressed to the Party to be notified at such Party's address as set forth in this Agreement or as subsequently modified by written notice.

17. Any waiver by the Company of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of such provision or any other provision hereof.

18. The Company shall have the right to assign this Agreement to its successors and assigns, and all covenants and agreements hereunder shall inure to the benefit of and be enforceable by said successors or assigns.

19. Each provision herein shall be treated as a separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses of the Agreement. Moreover, if one or more of the provisions contained in this Agreement shall for any reason be held to be excessively broad as to scope, activity, subject or otherwise so as to be unenforceable at law, such provision or provisions shall be construed by the appropriate judicial body by limiting or reducing it or them, so as to be enforceable to the maximum extent compatible with the applicable law as it shall then appear failing which such provision shall be severable from the remainder of the provisions hereof which shall continue in full force and effect as if this Agreement had been executed with the invalid provisions eliminated. The language of all parts of this Agreement shall in all cases be construed as a whole according to its fair meaning and not strictly for or against any of the parties.

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20. Any amendment to or modification of this Agreement, or any waiver of any provision hereof, shall be in writing and signed by the Company. Any waiver by the Company of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach hereof.

21. This Agreement shall be effective as of the date entered below or the date of the Employee commencing employment with the Company, whichever is earlier. The obligations of the Employee under this Agreement shall survive the termination of his/her employment with the Company regardless of the manner of such termination and shall be binding upon his/her heirs, executors, administrators and legal representatives.

22. This Agreement including the Employment Agreement represents the entire agreement between the Parties and cancels and supersedes all prior agreements, arrangements and understandings in respect of employment of the Employee with the Company.

23. This Agreement shall be governed by and construed in accordance with the laws of India and shall be subject to the jurisdiction of the courts in Bangalore.

Date of Joining: **05 September 2022**

IN WITNESS WHEREOF, the parties have set their hands on the day and year hereinabove mentioned.

SIGNED AND DELIVERED by the)

the within named Company)

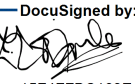
in the presence of :

SIGNED AND DELIVERED by the)

within named () **Standley Jones**

in the presence of (Witness))

DocuSigned by:



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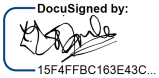
Certificate Of Completion

Envelope Id: 51FC3FDC13294DD993A758D55141F290
Status: Completed
Subject: BYJU'S Offer Cum Appointment Letter & NDA - TNL71931017 - Standley Jones - 05 September 2022
Source Envelope:
Document Pages: 16
Signatures: 16
Envelope Originator:
Certificate Pages: 4
Initials: 0
BYJU'S Employee Letters Team
AutoNav: Enabled
employeeletters@byjus.com
EnvelopeId Stamping: Enabled
IP Address: 49.205.147.175
Time Zone: (UTC+05:30) Chennai, Kolkata, Mumbai, New Delhi

Record Tracking

Status: Original
04 September 2022 | 09:49
Holder: BYJU'S Employee Letters Team
employeeletters@byjus.com
Location: DocuSign

Signer Events	Signature	Timestamp
Standley Jones jonesstanley86@gmail.com Security Level: Email, Account Authentication (None)	DocuSigned by:  15F4FFBC163E43C... Signature Adoption: Drawn on Device Using IP Address: 157.50.29.115 Signed using mobile	Sent: 04 September 2022 | 09:50 Viewed: 04 September 2022 | 10:40 Signed: 04 September 2022 | 10:44

Electronic Record and Signature Disclosure:
Accepted: 25 August 2022 | 17:32
ID: 2ce5f44d-7df3-4639-b645-3579806f932d

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	04 September 2022 | 09:50
Certified Delivered	Security Checked	04 September 2022 | 10:40
Signing Complete	Security Checked	04 September 2022 | 10:44
Completed	Security Checked	04 September 2022 | 10:44

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: anjana.rao@byjus.com

To advise INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at anjana.rao@byjus.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to anjana.rao@byjus.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to anjana.rao@byjus.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED during the course of your relationship with INGRAM MICRO INDIA PVT LTD OBO CARTEL INFOSYSTEMS OBO THINK & LEARN PRIVATE LIMITED.

MYCAPTAIN

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zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Vikas J M

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sarthaka S (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sarthaka S as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

a) Commit any material or persistent breach of any of the provisions contained.

b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.

b) The documents would be under the safeguard of the company until the bond period is over.

c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.

d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

MYCAPTAIN

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zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear Gowtham

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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**.

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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

f) 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.

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14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.

b) The documents would be under the safeguard of the company until the bond period is over.

c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.

d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

MYCAPTAIN

+91 9823076096

zeeshan@theclimber,in

The Climber,
N.C.R Arcade,
578-577, Service Road
Santhosapuram, Venkatapura,
Koramangala, Bengaluru
Karnataka, 560034

Dear VENKATNARASHIMA GUPTA E

Subject : Appointment in the position of **Operations Executive**

With reference to your application and 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 21st October 2019, between Climber Knowledge and Careers Pvt Ltd, a company registered under the Companies Act, 2013 (hereinafter called the "company") of the one part and Sarthaka S (Hereinafter called the "Employee") of the other part. WHEREAS The company is desirous of appointing Sarthaka S as its Operations Executive and the Employee has agreed to 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 as detailed in Annexure-1.

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 respects conform to and comply with the directions given and regulations made by the Board. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote the

interests of the company.

5. The Employee shall agree to enter a service bond of 12 months. The said Employee shall not resign his office operations till the end of this service 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-

a) Commit any material or persistent breach of any of the provisions contained.

b) Be guilty of any default, misconduct or neglect in the discharge of your duties affecting the business of the company.

7. WORKING HOURS:

Your standard working hours will be 11:30 AM to 8:30 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.

8. DATE OF JOINING:

As per our discussion you will report to the Company on **the joining date will be shortly communicated by the company as an Operations Executive - Trainee**

9. TRAINING PERIOD:

You shall be on Training Period for 3 months, from the date of joining the Company. The company reserves the right to terminate the tenure of the job upon performance or behavioral grounds.

During the training/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. Upon hitting your targets you shall be receiving a stipend of up-to **Rs 18,000 plus incentives.**

10. 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.

11. NOTICE PERIOD and TERMINATION:

a) During the Training/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.

b) In case the termination is initiated by you for pre-closure of contract, you shall serve a notice period of 3 months. Serve for a period of 1 month without pay, also compensate the company equivalent to last drawn three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract.

c) 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, amount equivalent to three month's salary which is based on annual fixed compensation, in lieu of breaking the service bond contract, subject to the release date being approved by the Company.

d) 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 up-to the equivalent of 3 month's salary. The company also reserves the right to legally prosecute the employee in the case of breach of contract.

e) 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 offence 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

f) 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.

12. 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.

13. 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.

14. FORMS AND DOCUMENTS

a) Need to submit the original 10th & 12th Mark-sheets on the Date of Joining.

b) The documents would be under the safeguard of the company until the bond period is over.

c) The company takes the full responsibility of keeping the documents secure and won't be releasing it before the bond period is over.

d) In case the employee needs the document for some work, the employee would have to submit an alternative original document to release the old document, during the bond period.

15. NON COMPETE AND NON SOLICITATION

The Employee undertakes, agrees and covenants with the Company that for a period of 18 (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. The Employee is not allowed to sit for interview/ selection process at any other firm/company/organisation during the bond period.
If the Employee wants to sit for an external interview/selection process an official permission from the respective Team Leader needs to be taken.

16. EARNINGS

During Internship which spans for a period of 3 months, mentioned in clause 9.

month will be paid with monthly and quarterly incentives (Please note – In case during the internship period the candidate decides to quit, our organization will not be liable to pay the above-mentioned stipend to the candidate and it is mandatory for each of the recruited candidate to complete his / her internship duration to be eligible to qualify for permanent placement and confirmation of internship completion documents .)

Post completion of Internship and based on individual performances, the intern will be inducted into the company as a permanent employee and the CTC will be revised to Operations Executive **G3** (refer Annexure)**.**

Basis the performance of the employee for the next three months, they will be promoted to one of the three grades which are mentioned below in annexure.

- Operations Executive G 1: Gets a salary of INR 4 - 4.5 Lakhs PA.
- Operations Executive G 2: Gets a salary of INR 3.6 - 4 Lakhs PA.
- Operations Executive G 3: Gets a salary of INR 3.2- 3.6 Lakhs PA.

Please refer Annexure Below for the break up.

We hope you have a great learning experience with us and grow in the process of this role.

Thank you.

Anush Ramachandran
Operations Manager
Climber Knowledge and Careers Pvt Ltd

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: **Date:**

Name:

Annexure-1		
Operations Executive G3		
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 Incentive (Variable)	up-to 8,000	up-to 96,000
Fixed compensation (In Hand)	22,000	2,64,000
Cost to Company (CTC)		3,20,000 to 3,60,000

Operations Executive G2		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	19,440	2,33,280
House Rent Allowance (HRA)	6,210	74,520
Other allowance including flexible components	1,350	16,200
Performance based Incentive (Variable)	up-to 6,333	up-to 76,000
Fixed compensation (In Hand)	27,000	3,24,000
Cost to Company (CTC)		3,60,000 to 4,00,000

Operations Executive G1		
Components	**Per month (INR)**	**Annual (INR)**
Base Salary	21,600	2,59,200
House Rent Allowance (HRA)	6,900	82,800
Other allowance including flexible components	1,500	18,000
Performance based Incentive (Variable)	up-to 7,500	up-to 90,000
Fixed compensation (In Hand)	30,000	3,60,000
Cost to Company (CTC)		4,00,000 to 4,50,000

Cognizant

17-Dec-2019

Dear Vishwas S,
B.E / B.Tech, Mechanical Engineering
Dayanada Sagar College of Engineering

Candidate ID – 13695680

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.401,986/-.** This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs.23,986/-** 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.455,880/-**. This includes an annual incentive indication of **Rs.22,500/-** as well as Cognizant's contribution of **Rs. 24,880/-** 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Vishwas S **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA @60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7175	86,100
	Annual Gross Compensation		**355,500**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**378,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		**401,986**

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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* **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 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

Cognizant

17-Dec-2019

Dear CHETAN S,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694075

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: CHETAN S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
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	Annual Total Remuneration		401,986

As an associate you are also entitled to the following additional benefits:

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- 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

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

* 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
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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 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.

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Cognizant

17-Dec-2019

Dear PRUTHWI G,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694079

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").

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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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Annexure A

Name: PRUTHWI G Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
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5	Company's contribution of PF #	1800	21,600
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7	Special Allowance*	7175	86,100
	Annual Gross Compensation		355,500
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		378,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		18,000
	Gratuity		5,986
	Annual Total Remuneration		401,986

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
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- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout". Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser. ESI Eligible Wages Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter. Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month. ESI Contribution shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period

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paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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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 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

Cognizant

17-Dec-2019

Dear DEEPAK.D,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694082

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- 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.455,880/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs. 24,880/- 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: DEEPAK.D Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
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Cognizant

17-Dec-2019

Dear NARASIMHA MURTHY G,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694085

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.

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Please note
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•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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: NARASIMHA MURTHY G Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
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Cognizant

17-Dec-2019

Dear SYED AAKHIB ,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694089

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: SYED AAKHIB Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
3	Conveyance Allowance*	800	9,600
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17-Dec-2019

Dear KRISHNA KUMAR M ,
B.E/B.Tech,Computer Science &Engineering
Dayanada Sagar University

Candidate ID - 13694090

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.401,986/-. This includes an annual incentive indication of Rs.22,500/- as well as Cognizant's contribution of Rs.23,986/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: KRISHNA KUMAR M Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10375	124,500
2	HRA@60% of basic*	6225	74,700
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Bellissimo Ventures Private Limited

(parent company of **DEDUCE TECHNOLOGIES**)

Date: **29 Jun 2021**

Mr**.** Nanda Kumar S

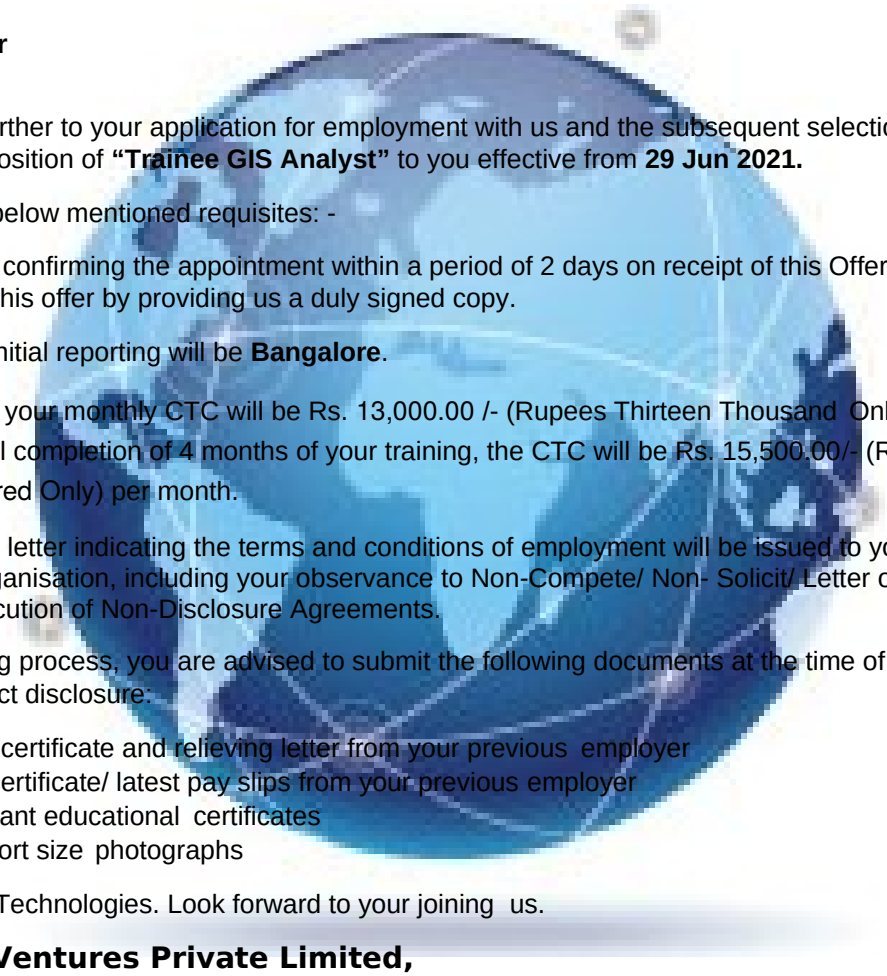
No.34, 1st Cross, 1st Main, 1st Phase , BEML 5th Stage, Near Aishwarya Bar

Halagevaderahalli, Rajarajeshwari Nagar , Bangalore

Karnataka , 560098

Dear Nanda Kumar S,

Subject: Offer letter



Congratulations! Further to your application for employment with us and the subsequent selection process, we are pleased to offer the position of **"Trainee GIS Analyst"** to you effective from **29 Jun 2021.**

This comes with the below mentioned requisites: -

This is subject to you confirming the appointment within a period of 2 days on receipt of this Offer Letter. You need to confirm this offer by providing us a duly signed copy.

The location of your initial reporting will be **Bangalore**.

Starting **29 Jun 2021** your monthly CTC will be Rs. 13,000.00 /- (Rupees Thirteen Thousand Only) from the date of joining. On successful completion of 4 months of your training, the CTC will be Rs. 15,500.00/- (Rupees Fifteen Thousand Five Hundred Only) per month.

A formal appointment letter indicating the terms and conditions of employment will be issued to you at the time of joining our organisation, including your observance to Non-Compete/ Non- Solicit/ Letter of Undertaking and execution of Non-Disclosure Agreements.

As a part of the joining process, you are advised to submit the following documents at the time of joining by way of true and correct disclosure:

- Service certificate and relieving letter from your previous employer
- Salary certificate/ latest pay slips from your previous employer
- All relevant educational certificates
- 2 passport size photographs

Welcome to Deduce Technologies. Look forward to your joining us.

For Bellissimo Ventures Private Limited,

Mahima Shrivastava
Director-Corporate Affairs

ENG16ME0032

DHL SUPPLY CHAIN INDIA PVT. LTD.

702, 7th Floor
Tower B, 247 Park
LBS Road, Vikhroli (West)
Mumbai - 400 083, Maharashtra, India
Tel. : +91 22 6136 2000
Fax : +91 22 6136 2090
www.dhl.co.in
CIN : U74120MH2013PTC242240
E-mail id : dhlsupplychain@dhl.com

Ref No : DSC/HO/FTE/2020/0075 **Date: August 06, 2020**

Nagaraj R Patil
South

Sub: Offer

Dear Nagaraj,

This has reference to the meeting you had with us in connection with employment in our organization. We are glad to inform you that you are selected for the post, details of which are given below:

Role Title	: **Graduate Trainee**
Department	: **Operations**
Location	: **Bangalore**
Division	: **DSC**
Reporting To	: **Naveen MP**

We would appreciate if you could join us on or before **17th August 2020.** This contract will become invalid if you do not join the services of the company within 30 days from the date of your acceptance.

Your appointment in our organisation will be under the following terms & conditions:

1.0 Work Timings

You will be governed by the timings and the hours of work applicable to the establishment.

2.0 Leave

You will be entitled to leave as per the Company rules.

3.0 Probation Period

Your employment shall be subject to a probation period of 6 months; or until the date you furnish us proof of qualifying as an engineer graduate/ management graduate to our satisfaction, or such other date as we may notify, whichever is later. During such probation period a notice period of not less than one day will be applicable on either side, in case of resignation / termination of services

4.0 Salary

4.1 The break-up of your compensation is mentioned in the attached Annexure.

4.2 You will be granted an annual increment based on your performance and contribution according to the company policies.

4.3 Any employee who has joined after 30th September will not be eligible for Bonus in that. Particular year and no make-up payment will be made in the following year.

9.0 Retirement

9.1 You will retire from the services of the Company on the day you complete the age of 58 years.

9.2 For determination of age, the details in the documents furnished by you and verified by the Company at the time of joining will be considered.

10.0 Transfer and Travel

Your services are transferable to any other office of the Company in India & the decision with regard to this is solely on the management.

You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.

11.0 Background Checks

As a part of the joining formalities, the Company will conduct background checks. Your appointment will be made on the basis of your particulars such as CV, qualification certificates, experience letters, salary details etc. as given in your application for employment and in case any information as given by you is found false or incorrect your appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

12.0 Additional Benefits

You will be entitled for **group mediclaim insurance cover up to Rs. 4,00,000/-** for hospitalisation. This is a family floater mediclaim policy which covers spouse and two kids, provided enrolment details are registered with the local Human Resource team at the time of joining.

You will also be eligible for **Group Term Life Insurance & Personal accident insurance** as per grade entitlement.

You are requested to inform the company of any change in your joining date.

Please sign the copy of this contract letter in token of your acceptance of the terms & conditions of service stated herein and return it to us.

Employees must be present/active in payroll during the bonus payment month to receive the bonus payment for previous year.

The Company reserves the right to vary, amend, substitute the benefits contained herein.

We welcome you to our organisation, and look forward to having a mutually beneficial long-term association.

Thanking you,

Yours faithfully,

For **DHL Supply Chain India Pvt. Ltd.,**

Beena Jacob

Beena Mathen Jacob
Director - Human Resources
Date: August 06, 2020

Annexure - I

Nagaraj R Patil

Graduate Trainee

Pay Components	Per Month	Per annum
Basic Salary	15080	180955
House Rent Allowance (50% of basic)	7540	90477
Personal pay	3016	36191
Bonus	3278	39331
Total Monthly Payment	**28914**	**346954**
Annual Guaranteed Payment		**346954**
Target Bonus (100% achievement of targets)		22627
Retiral Benefits		
Provident Fund 12% of basic		21715
Gratuity		8704
Target Cost to Company		**400000**

Annual Base Salary 346954

For **DHL Supply Chain India Pvt. Ltd.,**

Beena Jacob

Beena Mathen Jacob
Director - Human Resources

Date: August 06, 2020

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
MD IRFAN
KHAN
Dear MD IRFAN KHAN,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
MD IRFAN
KHAN
Dear MD IRFAN KHAN,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
MD IRFAN KHAN
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
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DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
SOURAV
UDAY
JANNU
Dear SOURAV UDAY JANNU,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
SOURAV
UDAY
JANNU
Dear SOURAV UDAY JANNU,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
SOURAV UDAY JANNU
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
MADHSUD
HAN R
GIRIMAJI
Dear MADHSUDHAN R GIRIMAJI,
We are pleased to extend to you an offer of employment with DXC Technology. This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.
Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.
To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

30 April 2020
MADHSUD
HAN R
GIRIMAJI
Dear MADHSUDHAN R GIRIMAJI,
Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have the pleasure in appointing you as an Associate Professional Software Engineer at EIT

Services India Pvt. Ltd., a DXC Technology Company. Your date of appointment is effective your date of joining, which shall be communicated to you shortly along-with your joining location.
Your appointment with DXC is on the following terms and conditions:

1 PAY and BENEFITS

Your Fixed Gross salary will be INR ₹342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR ₹360,000.00*.
*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR ₹180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program
You will be eligible to participate in one of the Company's discretionary Incentive Compensation Plans based on the job assigned to you. Your annual target Incentive (at a payment of 100%) for the job title upon joining is INR ₹17,143. This incentive can vary depending on individual, group and company performance, and can be nil if one or more of the said criteria are not met.

Incentive Compensation Plans will be administered as per the provisions of the respective plans, details of which can be asked to be shared after joining. Employees joining on or after 1st Jan until and including 31st March will not be eligible for any payout for the period from date of joining until 31st March in the year of joining.

1.6 Insurance
The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
MADHSUDHAN R GIRIMAJI
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

DXC_India_CampusConnect

Thu, Apr 30, 5:24 PM (4 days ago)

to me

30 April 2020
RITHESH
NAIDU
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We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

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Vice President - Human Resources

30 April 2020
RITHESH
NAIDU
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You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group
Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the

company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.

II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
V. The terms of the employment shall be governed by the laws of India.
VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
Please sign and return the copy of this appointment letter as a token of your acceptance.
Thanking You,
Yours Sincerely,

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
RITHESH NAIDU
Date:

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):(Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice
5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser
5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum
5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer **Original Required for Verification**: Yes**No. of Copies**: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

<<pls insert employee First Name, Second Name>>

1. Consideration and Relationship to Employment. As a condition of my employment with DXC 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).

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.

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 or accepting any order from any customer of Company for the benefit 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 an 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 an 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.

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.

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.

FOR Company

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name :

Date :

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

enArka India Private Limited
Shaping Energy For Tomorrow

enArka/158/21 Date: 29th March 2021

To,

Ms. Jyothi N,
#2, K NO 48/17, 10th Main
Jakkasandra, Koramangala,
1st Block, Banglore - 560034
Mobile: 9741539490
Email: nagannamangala@gmail.com

Sub: Appointment Letter

Dear Jyothi,

Welcome to enArka India Private Limited!

This is with reference to your application for employment and subsequent interview discussions you had with us. We are pleased to appoint you with the following terms and conditions.

1. **Details of appointment**
   Date of Joining : 26th March 2021
   Designation : Graduate Engineer Trainee
   Department : Mechanical
   Reporting to :**Muralidharan Venkatraman** (Staff Engineer- Mechanical)

2. **Compensation package**
   The Cost to Company (CTC) would be Rs. 3,50,000 (Three Lakhs Fifty Thousand only)
   The breakup of CTC is as per Annexure-1
   All other entitlements over and above the CTC would be as per Company policy from time to time.

3. **Rewards and Recognition**
   The company to motivate and provide career growth in the organisation has a policy on rewards & recognition for all your contribution from time to time based on merit.

4. **Leave**
   You are eligible for leave as per company policy.

enArka India Private Limited Bangaluru 560062

Jyothi.N

5. Confidentiality and Secrecy

5.1 During the continuance of your employment and thereafter, you shall maintain the confidentiality of all secrecy and you shall not disclose to any person, firm or company whatsoever, all such secrets of confidential information of any description acquired by you while in our service concerning business, process of manufacture, business practices of affairs of the company or any of its associates or branches, their customers and suppliers, that is not in public domain. If any such deviation is found, suitable action would be initiated in accordance with the company policy.

5.2 You shall disclose promptly to the company, all inventions, discoveries, improvements, ideas, compounds, compositions, formulations, molecules, methods, processes, formulae, computer programs and related documentation and other works of authorship and forms of intellectual property, which the employee may make, create, develop, write or conceive, whether during or outside of regular working hours, either solely or jointly with another, in whole or in part, with or without consideration during the period of employee's employment with the company

5.3 You shall treat and preserve the confidentiality of all confidential information obtained during the course of your employment with the company.

5.4 You shall use the confidential information exclusively for the purpose of fulfilling employment duties and for no other purpose.

5.5 You shall prevent unauthorised access or disclosure of confidential information.

5.6 You shall disclose the confidential information only to those in the company, who have a reasonable need to know such information, provided that the recipients of such information are also notified and bound by the confidentiality obligation here in

5.7 You shall not take or remove from company's premises without prior authorisation in writing any original or copied material including any document, specification, drawing, diagram, plan, list, magnetic, electronic or digital medium or any of article relating to company's interests, secrets or products, past, present or future.

5.8 During the continuation of your employment and there after you will keep all confidential information of any description acquired by you while in the service of the company and will not disclose the same to any person, firm or company whatsoever.

6. Ethics and Code of Conduct

6.1 You shall follow enArka ethics code as outlined in company policy.

6.2 You shall be responsible for safe keeping company's property in your position during your service with the company and return the same in good condition while separating from the company.

6.3 You shall inform the company of any changes in your marital status, family details, nomination, residential address or any other relevant information during your employment with the company.

6.4 You shall be held responsible for any lapse in your role and responsibilities at the office /work site for any damages and compensate the company as deemed appropriate.

enArka India Private Limited Bengaluru

Jyothi. N

Cont.

7. **Probation and Confirmation**

7.1 You shall be on probation for a period of six months.
7.2 You shall continue to be on probation period, till communicated in writing.
7.3 Your probation period can be extended by three months.
7.4 The notice period applicability during the probation period is one month or salary in lieu.

8. **Notice Period**

8.1 After confirmation of employment either party may terminate the employment contract by giving advance notice of three months or salary in lieu
8.2 The company has the right to refuse or accept your resignation in case of any disciplinary proceedings are pending or contemplated against you.

9. **Intellectual Property**

As a condition of your employment, you are also required to sign and comply with the Company's "Employment, Confidential Information, Invention Assignment and Arbitration Agreement "which requires, among other provisions, the assignment of patent rights to any invention made during your employment at the Company, and non-disclosure of Company proprietary information. Please note that we must receive your signed Agreement on or before your first day of employment.

10. **Transfer**

You may be transferred by the company, with in India or abroad as and when required as per business exigencies.

11. **Absence**

In case you remain absent unauthorised for more than seven (7) days without any kind of communication to the authorities, it shall be construed that you have voluntarily abandoned the services and you are no more interested to continue your services in the company. By the above act of yours, you have voluntarily committed that you shall not claim employment in the company either legally or otherwise.

12. **Termination**

12.1 The company reserves the right to terminate your employment without giving notice on reasons related to integrity, charges of sexual harassment or involvement in any other unethical practices.
12.2 Upon termination of your employment, you shall be handing over all company assets to the company's authorised personnel. In case of immediate termination based on the reasons mentioned in points 12.1, the notice period clause stands void.

enArka India Private Limited Bengaluru - 560 032

Jyothi.N

Cont.

13. Conflict of Interest

13.1 You shall not during the continuance of your employment undertake or carry either alone or in assistant, servant or otherwise in any other business trade or profession whatsoever. You shall devote your whole time and attention to the duties of the company. Further you shall not engage in any conduct or activity that is considered detrimental to the activities of the company.

13.2 You as an employee, undertake to forbid during the course of your employment from soliciting any business from any clients or customers of the company or any of their subsidiaries or affiliates for your own benefit of any other individual, firm, company, association of persons whether registered or not, bodies of corporate of any other person or persons whether or not you are interested in the business, affairs or activities of such person.

14. Other Terms and Conditions

14.1 Although your normal work will be considered on the duties assigned to you in the capacity as shown above, you may be at any time called upon to discharge any other duties which in the opinion of the company are within your capacity to discharge and you will forthwith undertake the same.

14.2 The company reserves to itself the right at any time during your employment to amend, alter or vary any of the terms and conditions of your service with the company including salary, perquisites, and other eligibility and or service rules with a formal written communication to you.

14.3 You shall be governed and abided by HR rules and regulations, standing orders ...etc. which are applicable, and which are in existence now and which may be added or altered from time to time in future.

15 Retirement

You shall retire on attaining the age of 60 years. Employment period can be extended subject to medical fitness and Performance.

16 Dispute Resolution.

In the event of any dispute or claim relating to or arising out of or in connection with our employment relationship, you and the Company agree that (i) any and all disputes between you and the Company shall be fully and finally resolved by binding arbitration to be held in accordance with the laws of India and the courts in Bangalore, India shall have non-exclusive jurisdiction over all matters arising under in relation hereto (ii) all disputes shall be resolved by a single arbitrator mutually appointed by the Company and you, and who shall issue a written opinion; and (iii) the Company and you shall be responsible for and pay your respective costs and fees arising from the arbitration or in the event clear demarcation of responsibility on such costs and fees is not possible, then the Company and you shall bear the costs equally.

enArka India Private Limited Bengaluru

Jyothi. N

Cont.

The appointment is made on the understanding that the information given by you is correct, true, and complete. If it is at any time found to be otherwise, this appointment may be terminated without notice.

We look forward to having a long and fruitful association with you.

With Warm Wishes,

For enArka India Private Limited

(Dr. D. Vasudeva Naidu)

I have read and understood all the above terms and conditions and voluntarily accept the same.

Place: BANGALORE

Date: 30/03/2021

JYOTHI.N

Jyothi.N

(Employee Name & Signature)

Cont.

ANNEXURE-1

SALARY COMPONENT STRUCTURE

Particulars - Part A	Per month in Rs.	Per annum in Rs.
Basic	11,667	1,40,000
House Rent Allowance	4,667	56,000
Special Allowance	11,033	1,32,400
Gross Salary (Part A)	27,367	3,28,400
Part B		
Employer's PF Contribution	1,800	21,600
Total B		21,600
Total CTC (A + B) in Rs =		3,50,000

- **Gratuity: As per the terms of the Payment of Gratuity Act, 1972**
- **Medical Insurance family floater coverage for 3 lakhs (Rupees Three Lakhs only) and accidental insurance coverage for 3 Lakhs (Rupees Three Lakhs only) Premium is paid by the company.**

Jyothi.N

OFFER LETTER

To, **22 JUNE 2020**
VENKATESH M
Ref id – HMIL 1384A
CIN-U29309TN1996PLC035377
S/O: PATTABHI M
Yadivala village Post: chickalaparvi
Tq: Manvi Dist: Raichur
State: Karnataka PIN-584123

Dear Venkatesh,
This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

A) During your employment with the company you will be liable to be transferred to any of the offices / divisions / departments / manufacturing units of the Company or of group / associate companies. Whether existing or to be set up in the same town or anywhere in India or abroad at the sole discretion of the management on the terms and condition of the employment applicable at the place of posting.

B) Company also reserves the right to send you for training within or outside India. And in such event & when you travel abroad for transition / knowledge/process transfer. You shall have to execute certain agreement(s) / documentation(s), as the company may require from you In view of the fact that the Company shall be making arrangements, and making the considerable expenditure for making specialized training available, the Company shall insist that the said agreement(s)) / documentation(s) be executed. Such draft documents are available for your inspection.

You shall agree that the following expenses, if committed during the recruitment process and incurred by the Company at the time of joining or thereafter, shall be treated in your name as advance for a period of 2(two) years from the date of joining.

Transportation to the place of posting from existing locations.
Loan to repay your exiting borrowing. Payment made in lieu of your loss of salary because of joining HYUNDAI MOTOR INDIA LIMITED early, joining bonus or any other payments made like above.

In case of earlier rescission / termination of employment before the said 6 Month, you hereby authorize the Company to deduct the aforesaid expenses from all money due to you including statutory dues like PF etc. In case you leave the Company before Completion of 6 Month from the date of joining, besides this you shall forthwith pay the shortfall to the Company.

During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the company's policies and rules regarding leave. Provident Fund Medical Reimbursement Leave Travel Assistance Misconduct, Discipline Transfer etc. Privilege Leave. If encashable as per the company practice while in service or on cessation of services, shall be only on basic salary. The rules with regard to the above one are available with HR Department of the company for inspection.

You are requested not to divulge, communicate or pass on any information in any from related to any aspect of the Company to anyone not employed by the Company. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in the appointment letter.

You are required to strictly maintain the secrecy and not divulge or communicate in any manner, any information regarding your remuneration/ terms of employment to any other employee of the Company except your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination forthwith, notwithstanding other terms and conditions mentioned in the appointment letter.

(i) You undertake that you shall not join the employment of any of the Companies, firms or organization or entity which/ whose business is directly / indirectly in competition with the business as that of the Company. This shall be applicable for a period of six-month after the cessation of your employment with the Company for any reason whatsoever.

(ii) it may be noted that Company reserves its right to approach the civil Court of appropriate jurisdiction to seek injunction restraint orders or other prohibitory relief against you with a view to restrain you from committing breach of 9 (i) above.

(iii) For the above purpose i.e. 9 (i) & 9 (ii) competitor / competition means any Company/Firm/organization or entity or person who is engaged or intends to engage in one or more of the same or similar business activity as that of the Company.

You are required to deal with the Company's money, material and documents with utmost honestly and professional ethics. If you are found guilty, at any point of time of moral turpitude or misappropriation regardless of the value involved, your services would be terminated with immediate effect notwithstanding other terms and conditions in this letter.

a) You have been engaged on the presumption that the particulars furnished by you in your application and/or Bio-data are correct. In case the said particulars are found to be incorrect or it is found that you have concealed or withheld some other relevant facts. Your appointment with the company shall stand terminated / cancelled without any prior notice.

(b) If during the period of your service the Management find that you have committed any misconduct the Management may dismiss you from Service as per the services rules / standing orders of the Company.

(c) You are required to provide additional information, documents & fully cooperate for the background check to be carried out by a third party for customer or internal requirements. The checks may cover Qualifications, Employment Credit History, Criminal records or more areas.

The appointment and its continuance is subject to your being found / remaining physically and mentally fit by a qualified registered medical practitioner nominated by the Company. The opinion of the RMP nominated by the Company shall be final and binding on you.

You are required to maintain yourself in a state of medical/Physical/mental fitness and ensure annual medical checkup. Any neglect on your part in this regard may render you medically unfit during the service which in turn would render you services liable for termination with immediate effect. Not with standing anything else in this letter.

You are required not to engage yourself in any other gainful or commercial employment business. Or activity part-time or full-time directly or indirectly or any other profitable business connected with the dealings or activities of the Company in any way. Any action contrary to the above would render your service liable for termination not withstanding any other conditions in the appointment letter.

You shall (a) maintain confidentially of all information that you may have access to during the course of your employment and (b) abide by the HYUNDAI MOTOR INDIA LIMITED Code of Conduct Manual (Ethical Code).

You shall not compete with the company in any one or more business lines during a period of Six months, after rescission of employment with the company nor shall you during such period join the employment of any of the Companies, firms, or organization which directly or indirectly compete with the one or more lines of the business of the company conducted by the company prior to the date of such rescission.

You breach of non-compliance with (15) and/or (16) above shall be a source of great monitory loss on large scale, for the company. Furthermore, it is not easy to assess the extent of loss that may be suffered by the Company. However, You shall be liable to compensate the company by way of token liquidity damages of rupees two lack only and this amount of liquidity damages shall become payable by you in event of your committing breach of the terms stated at (15) and/or (16) above.

You will be retired from service on attaining the superannuating age of 55 years or earlier in case you are found medically unfit to work any longer or in case of continued ill health as certified by the medical officer / practitioner nominated by the company.

You are advised to go through the contents of the offer letter & Annexure –B and sign the duplicate copy of the offer letter & original of Annexure –B and return it to us as a token of acceptance of the terms and conditions stated herein.

This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

OFFER LETTER

To, **22 JUNE 2020**

G M Srujan Melagiri
Ref id – HMIL 1385A
CIN-U29309TN1996PLC035377
Banasihalli, Doddagatta
post, Hosadurga To,
Chitradurga Dist, Pin-577527

Dear Srujan Melagiri,
This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

A) During your employment with the company you will be liable to be transferred to any of the offices / divisions / departments / manufacturing units of the Company or of group / associate companies. Whether existing or to be set up in the same town or anywhere in India or abroad at the sole discretion of the management on the terms and condition of the employment applicable at the place of posting.

B) Company also reserves the right to send you for training within or outside India. And in such event & when you travel abroad for transition / knowledge/process transfer. You shall have to execute certain agreement(s) / documentation(s), as the company may require from you In view of the fact that the Company shall be making arrangements, and making the considerable expenditure for making specialized training available, the Company shall insist that the said agreement(s)) / documentation(s) be executed. Such draft documents are available for your inspection.

You shall agree that the following expenses, if committed during the recruitment process and incurred by the Company at the time of joining or thereafter, shall be treated in your name as advance for a period of 2(two) years from the date of joining.

Transportation to the place of posting from existing locations.
Loan to repay your exiting borrowing. Payment made in lieu of your loss of salary because of joining HYUNDAI MOTOR INDIA LIMITED early, joining bonus or any other payments made like above.

In case of earlier rescission / termination of employment before the said 6 Month, you hereby authorize the Company to deduct the aforesaid expenses from all money due to you including statutory dues like PF etc. In case you leave the Company before Completion of 6 Month from the date of joining, besides this you shall forthwith pay the shortfall to the Company.

During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the company's policies and rules regarding leave. Provident Fund Medical Reimbursement Leave Travel Assistance Misconduct, Discipline Transfer etc. Privilege Leave. If encashable as per the company practice while in service or on cessation of services, shall be only on basic salary. The rules with regard to the above one are available with HR Department of the company for inspection.

You are requested not to divulge, communicate or pass on any information in any from related to any aspect of the Company to anyone not employed by the Company. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in the appointment letter.

You are required to strictly maintain the secrecy and not divulge or communicate in any manner, any information regarding your remuneration/ terms of employment to any other employee of the Company except your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination forthwith, notwithstanding other terms and conditions mentioned in the appointment letter.

(i) You undertake that you shall not join the employment of any of the Companies, firms or organization or entity which/ whose business is directly / indirectly in competition with the business as that of the Company. This shall be applicable for a period of six-month after the cessation of your employment with the Company for any reason whatsoever.

(ii) it may be noted that Company reserves its right to approach the civil Court of appropriate jurisdiction to seek injunction restraint orders or other prohibitory relief against you with a view to restrain you from committing breach of 9 (i) above.

(iii) For the above purpose i.e. 9 (i) & 9 (ii) competitor / competition means any Company/Firm/organization or entity or person who is engaged or intends to engage in one or more of the same or similar business activity as that of the Company.

You are required to deal with the Company's money, material and documents with utmost honestly and professional ethics. If you are found guilty, at any point of time of moral turpitude or misappropriation regardless of the value involved, your services would be terminated with immediate effect notwithstanding other terms and conditions in this letter.

a) You have been engaged on the presumption that the particulars furnished by you in your application and/or Bio-data are correct. In case the said particulars are found to be incorrect or it is found that you have concealed or withheld some other relevant facts. Your appointment with the company shall stand terminated / cancelled without any prior notice.

(b) If during the period of your service the Management find that you have committed any misconduct the Management may dismiss you from Service as per the services rules / standing orders of the Company.

(c) You are required to provide additional information, documents & fully cooperate for the background check to be carried out by a third party for customer or internal requirements. The checks may cover Qualifications, Employment Credit History, Criminal records or more areas.

The appointment and its continuance is subject to your being found / remaining physically and mentally fit by a qualified registered medical practitioner nominated by the Company. The opinion of the RMP nominated by the Company shall be final and binding on you.

You are required to maintain yourself in a state of medical/Physical/mental fitness and ensure annual medical checkup. Any neglect on your part in this regard may render you medically unfit during the service which in turn would render you services liable for termination with immediate effect. Not with standing anything else in this letter.

You are required not to engage yourself in any other gainful or commercial employment business. Or activity part-time or full-time directly or indirectly or any other profitable business connected with the dealings or activities of the Company in any way. Any action contrary to the above would render your service liable for termination not withstanding any other conditions in the appointment letter.

You shall (a) maintain confidentially of all information that you may have access to during the course of your employment and (b) abide by the HYUNDAI MOTOR INDIA LIMITED Code of Conduct Manual (Ethical Code).

You shall not compete with the company in any one or more business lines during a period of Six months, after rescission of employment with the company nor shall you during such period join the employment of any of the Companies, firms, or organization which directly or indirectly compete with the one or more lines of the business of the company conducted by the company prior to the date of such rescission.

You breach of non-compliance with (15) and/or (16) above shall be a source of great monitory loss on large scale, for the company. Furthermore, it is not easy to assess the extent of loss that may be suffered by the Company. However, You shall be liable to compensate the company by way of token liquidity damages of rupees two lack only and this amount of liquidity damages shall become payable by you in event of your committing breach of the terms stated at (15) and/or (16) above.

You will be retired from service on attaining the superannuating age of 55 years or earlier in case you are found medically unfit to work any longer or in case of continued ill health as certified by the medical officer / practitioner nominated by the company.

You are advised to go through the contents of the offer letter & Annexure –B and sign the duplicate copy of the offer letter & original of Annexure –B and return it to us as a token of acceptance of the terms and conditions stated herein.

This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

OFFER LETTER

To,
Praveen Mahaveer Nemagouda
Ref id – HMIL 1387A
CIN-U29309TN1996PLC035377
A/P Just,TQ-Athani,
Dist-Belgaum

22 JUNE 2020

Dear **Praveen Mahaveer Nemagouda**,

This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

A) During your employment with the company you will be liable to be transferred to any of the offices / divisions / departments / manufacturing units of the Company or of group / associate companies. Whether existing or to be set up in the same town or anywhere in India or abroad at the sole discretion of the management on the terms and condition of the employment applicable at the place of posting.

B) Company also reserves the right to send you for training within or outside India. And in such event & when you travel abroad for transition / knowledge/process transfer. You shall have to execute certain agreement(s) / documentation(s), as the company may require from you In view of the fact that the Company shall be making arrangements, and making the considerable expenditure for making specialized training available, the Company shall insist that the said agreement(s)) / documentation(s) be executed. Such draft documents are available for your inspection.

You shall agree that the following expenses, if committed during the recruitment process and incurred by the Company at the time of joining or thereafter, shall be treated in your name as advance for a period of 2(two) years from the date of joining.

Transportation to the place of posting from existing locations.
Loan to repay your exiting borrowing. Payment made in lieu of your loss of salary because of joining HYUNDAI MOTOR INDIA LIMITED early, joining bonus or any other payments made like above.

In case of earlier rescission / termination of employment before the said 6 Month, you hereby authorize the Company to deduct the aforesaid expenses from all money due to you including statutory dues like PF etc. In case you leave the Company before Completion of 6 Month from the date of joining, besides this you shall forthwith pay the shortfall to the Company.

During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the company's policies and rules regarding leave. Provident Fund Medical Reimbursement Leave Travel Assistance Misconduct, Discipline Transfer etc. Privilege Leave. If encashable as per the company practice while in service or on cessation of services, shall be only on basic salary. The rules with regard to the above one are available with HR Department of the company for inspection.

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(ii) it may be noted that Company reserves its right to approach the civil Court of appropriate jurisdiction to seek injunction restraint orders or other prohibitory relief against you with a view to restrain you from committing breach of 9 (i) above.

(iii) For the above purpose i.e. 9 (i) & 9 (ii) competitor / competition means any Company/Firm/organization or entity or person who is engaged or intends to engage in one or more of the same or similar business activity as that of the Company.

You are required to deal with the Company's money, material and documents with utmost honestly and professional ethics. If you are found guilty, at any point of time of moral turpitude or misappropriation regardless of the value involved, your services would be terminated with immediate effect notwithstanding other terms and conditions in this letter.

a) You have been engaged on the presumption that the particulars furnished by you in your application and/or Bio-data are correct. In case the said particulars are found to be incorrect or it is found that you have concealed or withheld some other relevant facts. Your appointment with the company shall stand terminated / cancelled without any prior notice.

(b) If during the period of your service the Management find that you have committed any misconduct the Management may dismiss you from Service as per the services rules / standing orders of the Company.

(c) You are required to provide additional information, documents & fully cooperate for the background check to be carried out by a third party for customer or internal requirements. The checks may cover Qualifications, Employment Credit History, Criminal records or more areas.

The appointment and its continuance is subject to your being found / remaining physically and mentally fit by a qualified registered medical practitioner nominated by the Company. The opinion of the RMP nominated by the Company shall be final and binding on you.

You are required to maintain yourself in a state of medical/Physical/mental fitness and ensure annual medical checkup. Any neglect on your part in this regard may render you medically unfit during the service which in turn would render you services liable for termination with immediate effect. Not with standing anything else in this letter.

You are required not to engage yourself in any other gainful or commercial employment business. Or activity part-time or full-time directly or indirectly or any other profitable business connected with the dealings or activities of the Company in any way. Any action contrary to the above would render your service liable for termination not withstanding any other conditions in the appointment letter.

You shall (a) maintain confidentially of all information that you may have access to during the course of your employment and (b) abide by the HYUNDAI MOTOR INDIA LIMITED Code of Conduct Manual (Ethical Code).

You shall not compete with the company in any one or more business lines during a period of Six months, after rescission of employment with the company nor shall you during such period join the employment of any of the Companies, firms, or organization which directly or indirectly compete with the one or more lines of the business of the company conducted by the company prior to the date of such rescission.

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You are advised to go through the contents of the offer letter & Annexure –B and sign the duplicate copy of the offer letter & original of Annexure –B and return it to us as a token of acceptance of the terms and conditions stated herein.

This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

OFFER LETTER

To, **22 JUNE 2020**
Runumi Brahma
Ref id – HMIL 1387A
CIN-U29309TN1996PLC035377
Gossaigaon ,
Dist-Kokrajhar,Assam

Dear **Runumi Brahma**,

This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

A) During your employment with the company you will be liable to be transferred to any of the offices / divisions / departments / manufacturing units of the Company or of group / associate companies. Whether existing or to be set up in the same town or anywhere in India or abroad at the sole discretion of the management on the terms and condition of the employment applicable at the place of posting.

B) Company also reserves the right to send you for training within or outside India. And in such event & when you travel abroad for transition / knowledge/process transfer. You shall have to execute certain agreement(s) / documentation(s), as the company may require from you In view of the fact that the Company shall be making arrangements, and making the considerable expenditure for making specialized training available, the Company shall insist that the said agreement(s)) / documentation(s) be executed. Such draft documents are available for your inspection.

You shall agree that the following expenses, if committed during the recruitment process and incurred by the Company at the time of joining or thereafter, shall be treated in your name as advance for a period of 2(two) years from the date of joining.

Transportation to the place of posting from existing locations.
Loan to repay your exiting borrowing. Payment made in lieu of your loss of salary because of joining HYUNDAI MOTOR INDIA LIMITED early, joining bonus or any other payments made like above.

In case of earlier rescission / termination of employment before the said 6 Month, you hereby authorize the Company to deduct the aforesaid expenses from all money due to you including statutory dues like PF etc. In case you leave the Company before Completion of 6 Month from the date of joining, besides this you shall forthwith pay the shortfall to the Company.

During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the company's policies and rules regarding leave. Provident Fund Medical Reimbursement Leave Travel Assistance Misconduct, Discipline Transfer etc. Privilege Leave. If encashable as per the company practice while in service or on cessation of services, shall be only on basic salary. The rules with regard to the above one are available with HR Department of the company for inspection.

You are requested not to divulge, communicate or pass on any information in any from related to any aspect of the Company to anyone not employed by the Company. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in the appointment letter.

You are required to strictly maintain the secrecy and not divulge or communicate in any manner, any information regarding your remuneration/ terms of employment to any other employee of the Company except your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination forthwith, notwithstanding other terms and conditions mentioned in the appointment letter.

(i) You undertake that you shall not join the employment of any of the Companies, firms or organization or entity which/ whose business is directly / indirectly in competition with the business as that of the Company. This shall be applicable for a period of six-month after the cessation of your employment with the Company for any reason whatsoever.

(ii) it may be noted that Company reserves its right to approach the civil Court of appropriate jurisdiction to seek injunction restraint orders or other prohibitory relief against you with a view to restrain you from committing breach of 9 (i) above.

(iii) For the above purpose i.e. 9 (i) & 9 (ii) competitor / competition means any Company/Firm/organization or entity or person who is engaged or intends to engage in one or more of the same or similar business activity as that of the Company.

You are required to deal with the Company's money, material and documents with utmost honestly and professional ethics. If you are found guilty, at any point of time of moral turpitude or misappropriation regardless of the value involved, your services would be terminated with immediate effect notwithstanding other terms and conditions in this letter.

a) You have been engaged on the presumption that the particulars furnished by you in your application and/or Bio-data are correct. In case the said particulars are found to be incorrect or it is found that you have concealed or withheld some other relevant facts. Your appointment with the company shall stand terminated / cancelled without any prior notice.

(b) If during the period of your service the Management find that you have committed any misconduct the Management may dismiss you from Service as per the services rules / standing orders of the Company.

(c) You are required to provide additional information, documents & fully cooperate for the background check to be carried out by a third party for customer or internal requirements. The checks may cover Qualifications, Employment Credit History, Criminal records or more areas.

The appointment and its continuance is subject to your being found / remaining physically and mentally fit by a qualified registered medical practitioner nominated by the Company. The opinion of the RMP nominated by the Company shall be final and binding on you.

You are required to maintain yourself in a state of medical/Physical/mental fitness and ensure annual medical checkup. Any neglect on your part in this regard may render you medically unfit during the service which in turn would render you services liable for termination with immediate effect. Not with standing anything else in this letter.

You are required not to engage yourself in any other gainful or commercial employment business. Or activity part-time or full-time directly or indirectly or any other profitable business connected with the dealings or activities of the Company in any way. Any action contrary to the above would render your service liable for termination not withstanding any other conditions in the appointment letter.

You shall (a) maintain confidentially of all information that you may have access to during the course of your employment and (b) abide by the HYUNDAI MOTOR INDIA LIMITED Code of Conduct Manual (Ethical Code).

You shall not compete with the company in any one or more business lines during a period of Six months, after rescission of employment with the company nor shall you during such period join the employment of any of the Companies, firms, or organization which directly or indirectly compete with the one or more lines of the business of the company conducted by the company prior to the date of such rescission.

You breach of non-compliance with (15) and/or (16) above shall be a source of great monitory loss on large scale, for the company. Furthermore, it is not easy to assess the extent of loss that may be suffered by the Company. However, You shall be liable to compensate the company by way of token liquidity damages of rupees two lack only and this amount of liquidity damages shall become payable by you in event of your committing breach of the terms stated at (15) and/or (16) above.

You will be retired from service on attaining the superannuating age of 55 years or earlier in case you are found medically unfit to work any longer or in case of continued ill health as certified by the medical officer / practitioner nominated by the company.

You are advised to go through the contents of the offer letter & Annexure –B and sign the duplicate copy of the offer letter & original of Annexure –B and return it to us as a token of acceptance of the terms and conditions stated herein.

This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

OFFER LETTER

To,
Ramakrushna k

22 JUNE 2020

Ref id – HMIL 1387A
CIN-U29309TN1996PLC035377
House no:-373
Kallukambha (post and village)
Bellary (dis &Tq)

Dear **Ramakrushna**,

This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

A) During your employment with the company you will be liable to be transferred to any of the offices / divisions / departments / manufacturing units of the Company or of group / associate companies. Whether existing or to be set up in the same town or anywhere in India or abroad at the sole discretion of the management on the terms and condition of the employment applicable at the place of posting.

B) Company also reserves the right to send you for training within or outside India. And in such event & when you travel abroad for transition / knowledge/process transfer. You shall have to execute certain agreement(s) / documentation(s), as the company may require from you In view of the fact that the Company shall be making arrangements, and making the considerable expenditure for making specialized training available, the Company shall insist that the said agreement(s)) / documentation(s) be executed. Such draft documents are available for your inspection.

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During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the company's policies and rules regarding leave. Provident Fund Medical Reimbursement Leave Travel Assistance Misconduct, Discipline Transfer etc. Privilege Leave. If encashable as per the company practice while in service or on cessation of services, shall be only on basic salary. The rules with regard to the above one are available with HR Department of the company for inspection.

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(ii) it may be noted that Company reserves its right to approach the civil Court of appropriate jurisdiction to seek injunction restraint orders or other prohibitory relief against you with a view to restrain you from committing breach of 9 (i) above.

(iii) For the above purpose i.e. 9 (i) & 9 (ii) competitor / competition means any Company/Firm/organization or entity or person who is engaged or intends to engage in one or more of the same or similar business activity as that of the Company.

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(b) If during the period of your service the Management find that you have committed any misconduct the Management may dismiss you from Service as per the services rules / standing orders of the Company.

(c) You are required to provide additional information, documents & fully cooperate for the background check to be carried out by a third party for customer or internal requirements. The checks may cover Qualifications, Employment Credit History, Criminal records or more areas.

The appointment and its continuance is subject to your being found / remaining physically and mentally fit by a qualified registered medical practitioner nominated by the Company. The opinion of the RMP nominated by the Company shall be final and binding on you.

You are required to maintain yourself in a state of medical/Physical/mental fitness and ensure annual medical checkup. Any neglect on your part in this regard may render you medically unfit during the service which in turn would render you services liable for termination with immediate effect. Not with standing anything else in this letter.

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You shall (a) maintain confidentially of all information that you may have access to during the course of your employment and (b) abide by the HYUNDAI MOTOR INDIA LIMITED Code of Conduct Manual (Ethical Code).

You shall not compete with the company in any one or more business lines during a period of Six months, after rescission of employment with the company nor shall you during such period join the employment of any of the Companies, firms, or organization which directly or indirectly compete with the one or more lines of the business of the company conducted by the company prior to the date of such rescission.

You breach of non-compliance with (15) and/or (16) above shall be a source of great monitory loss on large scale, for the company. Furthermore, it is not easy to assess the extent of loss that may be suffered by the Company. However, You shall be liable to compensate the company by way of token liquidity damages of rupees two lack only and this amount of liquidity damages shall become payable by you in event of your committing breach of the terms stated at (15) and/or (16) above.

You will be retired from service on attaining the superannuating age of 55 years or earlier in case you are found medically unfit to work any longer or in case of continued ill health as certified by the medical officer / practitioner nominated by the company.

You are advised to go through the contents of the offer letter & Annexure –B and sign the duplicate copy of the offer letter & original of Annexure –B and return it to us as a token of acceptance of the terms and conditions stated herein.

This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

OFFER LETTER

To, **22 JUNE 2020**

ABDUL KHADIR RIZWAN
Ref id – HMIL 1398A
CIN-U29309TN1996PLC035377
Milllat nagar
opp govt hospital
yadgir

Dear **RIZWAN**,

This has reference to your application for employment with **Hyundai Motor India Limited** and your subsequent interview you had with us.

We are pleased to offer you the position of "**Graduate Engineer Trainee"** for Research & Development Department. You can join us on **06/07/2020**.

Your salary package will be **3.80 Lac** per Annum. HYUNDAI MOTOR INDIA LIMITED is supporting customer operations across the globe on 24 x 7 bases. Therefore, if required you will work in shifts.

We welcome you to a pursuit of excellence with HYUNDAI MOTOR.

Please sign and return the duplicate copy of this letter as token of your acceptance of this and send the same back to us. To help complete joining formalities we request you to carry your all original documents for verification along with their photocopies on the date of joining. The documents required are as under:

- Original offer letter issued by HYUNDAI MOTOR INDIA LIMITED
- Five Passport size photographs.
- Proof of age.
- Proof of Education Qualification.
- Experience Certificates and relieving letters.
- Proof of salary.
- Copy of Passport.
- Copy of Driving license or Election ID Card.

On your joining & completing the required formalities you shall be issued the formal Appointment Letter. You are requested to report at 9:00 AM at Hyundai Motor India Ltd. At Survey No. 5/2 & 5/3, Opp. HITEC City,MMTS Railway Station, Izzatnagar, Kondapur, Hydrabad,Telangana-500084.

During your employment with HYUNDAI MOTOR INDIA LIMITED. (hereinafter referred to as HYUNDAI MOTOR). We expect you to work with a high standard of initiative, efficiency and economy.

You will be on probation for an initial period of six months. The probation period is extendable at the sole discretion of Management by one or more terms of three months duration. After completion of the probation period, till such time that you are intimated in writing regarding your confirmation you shall continue to be on probation upon satisfactory completion of the probation period. You may be confirmed in the regular cadre of the company.

Post your probation you will be reviewed at the end of 6 months based on this review. Your confirmation and any change in compensation will be made effective from the 1" of the subsequent month post that you would be aligned to the company's annual cycle which currently is July of each year. Either side can terminate the employment by giving to other party. 60 Days' notice or compensation equal to 60 days basic salary in lieu thereof.

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This offer with all the enclosures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding.

I also declare that I have not been employed with HYUNDAI MOTOR INDIA LIMITED during the period 16TH August 2015 till 17th AUGUST 2016. This information is correct and true to the best of my knowledge and belief and I also understand that any wrong information makes me liable for dismissal forthwith.

The terms and condition of employment, and other rules and regulation of the company as applicable to me have been fully read and understood by me/ have been explained to me and I have fully understood the content thereof. I hereby agree to the terms and condition stipulated.

Regards
Yours truly,

Mrs. Priyanka Bhambri
(HR MANAGER)
For, HYUNDAI MOTOR INDIA LIMITED

Signed & Accepted:

Date:

(Signature is not required as it is the soft copy of letter.)

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

OFFER LETTER

To

MR. NITHIN R

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 **Consulting Sales Engineer** 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, 53,160/- (Fixed)
Variable Incentive & Bonus	INR 18,600/- (Based on performance)
Total Annual Salary	**INR 4, 71,760/- (Including variable)**

Note: *If candidate relocated to other location, then eligible to get relocation bonus, accommodation benefits, home trip allowance, spoken language support fee and home appliances movement support fee.*

While this offer of appointment is being made for Consulting Sales 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 any location in India (**Chennai / Bangalore / Pune / Gurugram / Other location)**. 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 1st July 2020.

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

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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 hr@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

Nithin.B

Authorized Signatory

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 : Nithin.R

Date : 30/09/19

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Let's Solve

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name: ABHILASH

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear ABHILASH,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. Increments and Promotions
   Your performance and contribution to LTI 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 LTI. You may also need to submit other 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 LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an 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 LTI.

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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : ABHILASH		Date : September 12, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	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	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	500,000	

Let's Solve

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.

LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
Qualification	B.E./B.Tech.	MCA
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

Date: September 12, 2019

Ref: LTI/HR/Campus/2020

Name:CHANDRASHEKHAR

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear CHANDRASHEKHAR,

Welcome to LTI (hereinafter referred as the "Company"). 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.5,00,000/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting 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.

Upon joining and 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 LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. Increments and Promotions
   Your performance and contribution to LTI 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.

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   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 LTI. You may also need to submit other such documents as Company deems fit from time to time.

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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.

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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 LTI family 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

LTI
Let's Solve

ANNEXURE-1

Name : CHANDRASHEKHAR		Date : September 12, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	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	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	500,000	

Let's Solve

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.
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Medical Allowance (PM)	Rs. 1,250/-	Optional
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LTI
Let's Solve

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2020 Batch		
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Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 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	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes 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 and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2020 SUMMER Pass outs Only	
Citizenship:	Resident Indian Citizens Only	
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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 LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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 LTI 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 LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: _____

Name: _____

Mobile No: _____

College Name : _____

Today's Date: _____

Dear Sushma R,

Congratulations! We are pleased to offer you an educational internship opportunity starting from the **2nd of January 2020** and ending on the **30th of April 2020**.

During your internship, you will be paid a compensation of Rs.12,500/- per month depending on the completion of the tasks that would be assigned to you by your manager. Your manager would have to review your work and sign off for you to receive this compensation.

Please note that you need to bring a good working laptop computer to work during your internship period.

Your major duties and responsibilities for this position will be explained to you during the Internship orientation which will be held on the 2nd of January 2020 at 11 am .

Your work schedule will be from 10:00 AM to 7:00 PM including a lunch break of one hour, for 5 days a week (Monday through Friday).

Additionally, we are pleased **to offer you an employment opportunity at our organization as "Management Trainee"** from **1st July 2020.**

Should you accept this job offer, as per our company policies, you'll be under probation for a period of three months from your start date.

During this period the company will invest Rs 4,49,000/- per annum. The Cost-to-the-Company (CTC) is broken up as follows:

Item	*Amount*
Fixed	
Monthly Salary	23,000/-
Internet Allowance	500/-
Snack Allowance	500/-
Asset reimbursement (Own Device)	1000/-
Variable	
On Completing Your OKRs	12000/-
One time reimbursement	
Valid Life Insurance Reimbursement	1000/-
Valid Health Insurance Reimbursement (Max)	4000/-

During your probationary period, you will also be eligible for 6 personal vacation days (excluding Sundays and National Holidays). Subsequent to the successful completion of the 3 months probationary period, your offer may be amended. This amendment will be based on your performance in the probationary period. The details of this compensation package will be communicated to you on your joining.

Do feel free to call us if you have any further questions or need more information.

Revert to this mail confirming your acceptance by the 8th of November 2019. In case you do not reply back confirming your acceptance by the scheduled date, this position will be offered to the next eligible candidate.

Congratulations and welcome to the team!
Sincerely,

Priya L
Program Director
PH: 9986081810

Dear SANKETH ASHOK PUJAR,

Congratulations! We are pleased to offer you an educational internship opportunity starting from the **2nd of January 2020** and ending on the **30th of April 2020**.

During your internship, you will be paid a compensation of Rs.12,500/- per month depending on the completion of the tasks that would be assigned to you by your manager. Your manager would have to review your work and sign off for you to receive this compensation.

Please note that you need to bring a good working laptop computer to work during your internship period.

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Asset reimbursement (Own Device)	1000/-
Variable	
On Completing Your OKRs	12000/-
One time reimbursement	
Valid Life Insurance Reimbursement	1000/-
Valid Health Insurance Reimbursement (Max)	4000/-

During your probationary period, you will also be eligible for 6 personal vacation days (excluding Sundays and National Holidays). Subsequent to the successful completion of the 3 months probationary period, your offer may be amended. This amendment will be based on your performance in the probationary period. The details of this compensation package will be communicated to you on your joining.

Do feel free to call us if you have any further questions or need more information.

Revert to this mail confirming your acceptance by the 8th of November 2019. In case you do not reply back confirming your acceptance by the scheduled date, this position will be offered to the next eligible candidate.

Congratulations and welcome to the team!
Sincerely,

Priya L
Program Director
PH: 9986081810

2nd December 2020

Sub: Offer of employment by Pin Click

Dear AKHILESH,

Congratulations!

We are pleased to extend an offer to you to join Pin Click as **"Property Advisor"**,*with effect from* ***9th December 2020.***

The terms of our offer are as follows:

1. The details of your attached earnings are attached here with as Annexure A. Once the PPO is confirmed **5.16 LPA**
   is applicable and attaching herewith Annexure B.

2. Your initial posting as Pin Click employee will be at **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 in effective.

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	**AKHILESH**	
	Designation	**Property Advisor**	
	Department	**Sales**	
	Date of Joining	**9th December 2020**	
	C & B CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,350	88,200
	House Rent Allowance	6,125	73,500
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Education Allowance	2,000	24,000
	Special Allowance	3,340	40,080
	Sub-Total I / Gross Pay	**23,265**	**2,79,180**
Benefits			
B	PF Employee	882	10,584
	Gratuity	353	4,236
	Mobile Sim Provided by Company	500	6,000
	Sub Total II	**1,735**	**20,820**
Total A + B	**Cost to the Company**	**25,000**	**3,00,000**
C	**Performance Enhanced Incentives**	**15,000***	**1,80,000***

**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.

*Fuel re-reimbursement is included in the CTC.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF, ESIC as applicable.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	**AKHILESH**	
	Designation	**Property Advisor**	
	Department	**Sales**	
	Date of Joining	**9th December 2020**	
	C & B CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	8,400	1,00,800
	House Rent Allowance	7,000	84,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Education Allowance	2,000	24,000
	Special Allowance	4,739	56,868
	Sub-Total I / Gross Pay	**26,589**	**3,19,068**
Benefits			
B	PF Employee	1,008	12,096
	Gratuity	403	4,836
	Sub Total II	1,411	16,932
Total A + B	**Cost to the Company**	**28,000**	**3,36,000**
C	**Performance Enhanced Incentives**	**15,000***	**1,80,000***
		43,000	**5,16,000**

**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.
*Fuel re-reimbursement is included in the CTC.

- Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF,ESIC 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

PinClick Property Management Pvt Ltd.,

Mr.Manik
KinraCo 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:_____

United Technologies Corporation India Private Limited
106-108, Level-1, Tower -D,
Global Business Park, MG Road, Sector-26
Gurugram-122001, India
Tel: +91-124-4681455, Fax: +91-124-4681450
E-Mail: contact@utc.com
CIN: U63000DL2008FTC270957

[PRIVATE AND CONFIDENTIAL]

15 Sep 2022

Mr. Sadiq Sipayi
H.No 134, Vill Gauna, Hamirpur
Himachal Pradesh, 170038.

Subject: Letter of Intent

Dear Sadiq,

With reference to your application and subsequent discussions with us, we are pleased to offer you the position of "Junior Associate– Supply Chain" with United Technologies Corporation India Private Limited. Your internal level/band and salary break up will be provided to you at the time of joining. Your annual CTC (cost to the company) would be **INR 5,50,000** only**.**

We expect you to join us on **Monday, 21st Nov 2022** as the offer would not be valid if you do not join us on or before the said date.

We look forward to having you join United Technologies Corporation India Private Limited.

Yours sincerely,

For United Technologies Corporation India Private Limited

Alka Singh
Manager – Human Resources

Please note this document is digitally signed and does not require a manual signature

QUEST
BORN TO ENGINEER

Intent to offer Employment

Dear Sumith KS,

Congratulations on your selection with QuEST! We look forward to you joining our growth journey as world's leading engineering services provider.

We are pleased to let you know that we intend to make you an offer of Employment for the role of Trainee Engineer with QuEST Global Engineering Services Pvt. Ltd.

- **Total Cost to Company (TCTC):** INR 3.54 LPA
- **Bonus :** INR 25000 (On completion of a year)
- **Location:** All QuEST Global offices (as per business requirement)
- **Working Hours :** 47.5 hours/week (9.5 hours/day)
- **Bond:** 2 years

You will be entitled to allowances and other benefits as per QuEST Policies. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check.
- Completion of your course program with an aggregate of 65% and no standing arrears on the Date of Joining

As per QuEST's hiring process we would conduct a detailed background verification check of all the information & documents submitted by you.

For any clarifications, offer acceptance, joining confirmation & BGC form please write back to: **university.relations@quest-global.com**

We eagerly look forward to welcome you at QuEST.

PS: This Offer stands cancelled in case of any discrepancy found during the Background Verification or based on Academic credentials.

For QuEST Global

20/11/2019

20/11/19

***Disclaimer:** The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with QuEST will be shared separately as a formal offer one month prior to your date of joining.*

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QUEST
BORN TO ENGINEER

Annexure - I
Compensation & Benefit Details

Items	Monthly Salary (Amount in Rs.)	Annual Salary (Amount in Rs.)
Monthly Salary Components		
(A) Basic Salary	15,000	180,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	1,600	0
(D) Leave Travel Allowance (LTA)	-	0
(E) Food Coupon	-	0
(F) Telephone/Internet Allowance	-	0
(G) Medical Reimbursement	-	0
(H) Other Allowance*	3,155	37,860
(I) MONTHLY GROSS SALARY : (I = A+B+C+D+E+F+G+H)	**20,405**	**244,860**
Retirement Benefits		
(J) PF	1,800	21,600
(K) Gratuity	722	8,664
(L) RETIREMENT BENEFITS : (L = J+K)	**2,522**	**30,264**
Benefits		
(M) Medical Insurance Premium	673	8076
(N) BONUS/Ex.GRATIA	1400	16800
(O) Fixed Compensation : (O = I+L+M+N)	**25,000**	**300000**
Other Benefits		
(P)Shift Allowance ***		54000
(Q) TOTAL COST TO COMPANY (TCC) : (Q = O+P)		**354,000**

A one-time joining bonus of **INR 25,000** shall be paid upon successful completion of one year service with QuEST.

*Other Allowance includes optional contributions towards NPS and Car Lease.

The tax exemption aspects of sodexo vouchers or food coupons fall under the ambit of Income Tax Act. These coupons are usable only for meal or snacks or non–alcoholic beverages during working hours at office or business premises or only at the eating joints. Sodexo coupons are not transferrable.

20/11/19

Scanned with CamScanner

QuEST

BORN TO ENGINEER

**Total Variable Pay includes components aligned to QuEST performance, Unit or Department performance and Individual Performance. This is governed by the variable pay policy for the year.

***Shift Allowance will be paid as per the applicable policy. The amount mentioned above is the allowance paid for working in shifts and not during the training period. In case of any changes, it will be governed by the policy.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band, the amount will change accordingly in case of Band change.
-Onsite & Shift Allowance will be paid as per the applicable policy.

You are eligible for benefits coverage as per QuEST Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of INR **300000**
- Group Personal Accident Insurance cover of INR **1000000**
- Group Term Life Insurance cover of INR **1500000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

Declaration: All aspects of QuEST policies provided in this document are intended to provide indicative details. For Policy details, please refer to QuEST QMS on intranet. The ownership and right for implementation of these policies rests with QuEST alone. QuEST reserves the right to make changes to the policies, including but not limited to withdrawal of the same, from time to time with or without prior notice

Asha

20/11/19.

Scanned with CamScanner

SOLAS
FIRE SAFETY EQUIPMENT (P) LTD. SOLAS®

Regd. Off: # 2, 1st Main, Vasantha Nagar, Bangalore – 560 052
Tele No.:+91-80-40839396, Fax No.: +91-80-40839397, E-mail: operation@solasfire.net, Website: www.solasfire.net
CIN-U29299KA2002PTC030780 / GSTIN – 29AAGCS6993R1Z1

Ms. Chandrashekar Chari M
Our Ref. No. SFSE-1554
S/o Mallesha Chari C. Hosur
Bagilu, Vinayakanagar, ward 12, Anekal,
Bangalore - 562106

Sub: Appointment Letter,

This has reference to your application dated 08th February 2020 for the post of **Trainee Engineer / Jr. Project Engineer** and to the subsequent interview you had with us on 08th February 2020.

The company is pleased to appoint you on the following terms and conditions:

1. You are hereby appointed for the post of Trainee Engineer / Jr. Project Engineer with effect from 09th March 2020.

2. Initially, you will be on probation for a period of Six months from the date of your reporting to duty. The period of probation may be extended at the discretion of the company.

3. During the period of probation, or during the extended period of probation, or at the end of such probation, or extended probation, the company shall have absolute right to terminate your services without giving any advance notice and without assigning any reason whatsoever. So also, during the period of probation or during the extended period of probation, it shall be open to you to terminate this contract without giving any advance notice.

4. On successful completion of the period of probation, the company, at its discretion, may confirm you in service. You shall be deemed to be continued as a probationer, until confirmed in writing.

5. During the period of probation and the tenure of employment, you will be paid a salary of **Rs.20,000/-**

6. During the tenure of employment with this company, you shall strictly abide by the rules & regulations of the company, as now existing and as may be amended from time to time.

7. Management reserves all rights to transfer of employment anywhere across major metro cities in India, and you may have to adhere the option given by the management without any ambiguity.

8. If you desire to leave the services of the company, you shall give Two months advance notice in writing of your intention to leave the services of the company.

We wish you the very best in your endeavour and are confident that the same shall result in mutual prosperity.

For **SOLAS FIRE SAFETY EQUIPMENT PRIVATE LIMITED**

Authorized Signatory

I hereby unconditionally accept all the terms stated in this letter of offer and also the Service Rules, which is read & understood in full by me.

Chandrashekar

Scanned with CamScanner

Dear Sunil,

We very first thank you for attending the second round of campus interview at DSC and as discussed during the interview we wish to hire you as a Trainee Engineer on below said category.

During your tenure of Trainee we are pleased to share your stipend and same will be fixed till you get graduated for Engineering obtaining the Graduation certificate.

Having obtained the Engineering graduation you will be enrolled as an direct employee for 1st six month on a probation period and upon completion of probation period you will be deemed as permanent employee.

You also need to give your original SSLC marks card which company will be retaining as a job security till such you are in placement in our organisation and company will be giving you in writing on true company letter head having obtain same from you as proof. The original SSLC marks card will be returned upon handing over all the responsibility and task towards the work assigned to you during the reliving period of 2 months or may much earlier as and when you put the resignation.

We are glad to share your 3 years of rumination as said below with other all facilities as per company rule, if same is accepted pls do revert back as your acceptance replying to this email confirming to join us from 2nd March 2020. Management will grant all necessary leave required during your final semester exam for studies and preparation which will be LOP (Loss of Pay).

Details are as follows:

Particulars:

Details:

Designation

Trainee Engineer / Jr. Project Engineer

Location

Bangalore

Date of commencement of Employment (DOJ)

2nd March 2020

Reporting To

General Manger & Vice President (Project)

Probation Period

6 Months

Other Benefits

Gratuity & Insurance

Leave per Year after Probation

Annually 28 Days

Public Holidays

As declared by the company

Salary

Year

Salary

Allowance

Take Home

Trainee / Probation Period

18000

2000

20000

2021 January

19800

2250

22050

2022 March

21800

2500

24300

Kindly Note:

The increment will be made after every 14 months as mentioned above.

Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you a day before your joining.

If the given details are in line with your career growth and expectations, kindly acknowledge this offer within 7 working days of receiving this e-mail as a token of your acceptance to this offer.

We look forward to a mutually rewarding relationship.

Kindly ensure to reply to this email with your response of YES OR NO, by making “reply all” including those you are in CC.

Thanks & Regards,

Upendra Kumar M

SOLAS®

FIRE SAFETY EQUIPMENT (P) LTD.

2, 1st Main, Vasanth Nagar,

Bangalore 560052

Karnataka, INDIA

Tele : + 91-80-40839396 (100 lines) Mob : + 91 63667 51636 Website : www.solasfire.net

We Serve To Save

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SOLAS
FIRE SAFETY EQUIPMENT (P) LTD.

Regd. Off # 2, 1st Main, Vasantha Nagar, Bangalore – 560 052
Tele No.:+91-80-40839396, Fax No.: +91-80-40839397, E-mail: operation@solasfire.net, Website: www.solasfire.net
CIN-U29299KA2002PTC030780 / GSTIN – 29AAGCS6993R1Z1

Mr. Lakshmikanth V
Our Ref. No. SFSE-1550
S/o Venkatesh,
2, 1st Main, 7th Cross, Near I Gate building.
Jakkasandra, Koramangala
Bangalore - 560034

Sub: Appointment Letter,

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3. During the period of probation, or during the extended period of probation, or at the end of such probation, or extended probation, the company shall have absolute right to terminate your services without giving any advance notice and without assigning any reason whatsoever. So also, during the period of probation or during the extended period of probation, it shall be open to you to terminate this contract without giving any advance notice.

4. On successful completion of the period of probation, the company, at its discretion, may confirm you in service. You shall be deemed to be continued as a probationer, until confirmed in writing.

5. During the period of probation and the tenure of employment, you will be paid a salary of **Rs.20,000/-**

6. During the tenure of employment with this company, you shall strictly abide by the rules & regulations of the company, as now existing and as may be amended from time to time.

7. If you desire to leave the services of the company, you shall give Two months advance notice in writing of your intention to leave the services of the company.

We wish you the very best in your endeavour and are confident that the same shall result in mutual prosperity.

For SOLAS FIRE SAFETY EQUIPMENT PRIVATE LIMITED

Authorized Signatory

hereby unconditionally accept all the terms stated in this letter of offer and also the Service Rules, which is read & understood in full by me.

ENG16ME0050

Internship at Trelleborg from Jan to April 2020 Inbox x

Gopal S S

to akileshgouda19, me, Registrar, Pro, Dean, Chairman, KARTHIK, Guruvenkatesh, Nagesh, Ramesh ▾

Dear Students,

Congratulations.

The following Mechanical students are selected for Internship at Trelleborg.

1.Santosh Kumar C

2.Akhilesh

Internship will starts from January to April 2020 for weekly five days and you will be assigned with project during the Internship period.

You should not attend the drives called for Internship and you have to attend only full time placements.

You must attend the Internship without fail.

Details will be mailed to you shortly.

With Best Regards,
S.S.Srinivasa Gopal

TECTURA/HRD/22.5.2 APPT/2021/BR9530/AXAPTA
Dated: May 10, 2021

To,
Mr. Bharat Singh R
S/O, Roop Singh
#42 1st main near datterya temple hosakerehalli,
Bengaluru, Karnataka, 560085.
Phone: 9035142713

APPOINTMENT LETTER

Dear Bharat,

We are hereby pleased to appoint you as **Client Service Trainee** with Tectura Infotech Pvt. Ltd. You will be paid compensation including statutory and other emoluments as detailed in Annexure 1.

You will join at Tectura **Bangalore** Office.

The employment terms set out in Annexure 2 hereto will govern your employment.

Your appointment takes effect from **May 10, 2021.**

BENEFITS

1. **Benefits:** Subject to applicable laws and the Company's qualifying criteria, you will be entitled to Employee Benefits Schemes such as, Gratuity, and Leave Travel Allowance (LTA), which would form part of your CTC.

2. **Travel & Telephone Allowance:** You will be entitled to claim the telephone and travel expenses towards clients' visits as per the company policy. All the reimbursements are paid subjected to the approval from your lead and production of expenditure bills in original to the finance department.

3. **Health Insurance Benefits:** As a part of Tectura Team you and your spouse and up to 2 children will be covered under Company specified Health Insurance Scheme.

4. **Taxation:** The compensation stated herein shall be payable as per the rules and regulations of the Company, in force from time to time. All payments provided by the Company will be made in accordance with the Indian tax laws prevalent at the time of payment, including without limitation, any retrospective changes introduced by the Government.

ANNEXURE 1

Compensation

Your Level is confirmed as Trainee

Your total compensation is as follows:

Total Annual Compensation	**INR**	**350000**
A- Annual Fixed Salary	**INR**	**300000**
B- Retention Bonus (Paid Annually)	**INR**	**50000**

Monthly Salary Breakup

Pay Elements	**Amount (INR) P.M.**
BASIC	10000
HRA	5000
SPECIAL ALLOWANCE	3570
STATUORY BONUS	2000
TELEPHONE**	2000
Monthly Gross	**22570**
LTA*	750
GRATUITY*	480
PROVIDENT FUND (Employer's contribution)	1200
TOTAL	**25000**

*To be claimed as per the LTA & Gratuity guidelines
** These are paid on monthly basis. Taxes are adjusted at year end subject to production of expenditure bills in original.

ANNEXURE 2

Terms and Conditions of Employment

1 EMPLOYMENT & TERM

1.1 The Company has employed and **Bharat** has accepted employment with the Company with effect from **May 10, 2021** and continuing until the termination of the employment, subject to the terms and conditions of this Appointment Letter.

2 POSITION AND DUTIES

2.1 The Employee agrees to serve in the position assigned to him as per the Appointment Letter or in such other capacities, consistent with his status and position in the Company as may be requested from time to time by the Company. Notwithstanding the above, the Employee may be asked to work in any department or section of the company by either the management or the Head of the department or section, in any capacity and the Employee shall work accordingly.

2.2 Employee shall diligently, faithfully and to the best of his abilities perform the duties and services related to the position assigned to him from time to time as well as such additional or different duties and services consistent with his position as he may be reasonably be directed to perform by the Company from time to time.

2.3 For the performance of all such duties and services, the Employee shall use all the knowledge, skill and experience that he possesses, to the entire satisfaction of the Company and shall perform his duties faithfully and efficiently.

2.4 The Employee also agrees that during the Employment Period he shall devote his full time and attention exclusively to the business and affairs of the Company and shall not, without the prior written consent of the Company, directly or indirectly carry on or be engaged, concerned, associated with or be interested in any manner whatsoever in any other business, trade or occupation, either on a part-time or full-time basis, either during or after normal business hours.

3 PROBATION

3.1 The Employee will be on mutual employment agreement ("Minimum Service Period") with Tectura, starting from the date of joining. The Employee will be on Probation Period of 6 months commencement of the employment with the company and will continue to be on probation unless and until expressly confirmed (in writing) in the regular service of the Company.

3.2 During probation, the Employee's engagement by the Company is provisional and subject to the Company finding the Employee suitable for the job and the Employee's performance being satisfactory in the sole discretion of the Company. If the Employee's performance is unsatisfactory, the probation period may be extended for a further period or his employment may be terminated, at the sole discretion of the Company. Only on satisfactory completion of the initial or extended probation period, as confirmed in writing, will the Employee be confirmed in the regular service of the Company.

3.3 Throughout the probation and subsequently 1year and 6 months' thereafter you will be under mutual agreement with the company for your continuous services.

During the minimum service period (as per minimum service commitment agreement) employee will be under mutual agreement with the company for his/her continuous services and is not liable to resign within this period.

4 PLACE OF WORK AND TRANSFER

4.1 The Employee's normal place of work is at **Bangalore.** As a consequence of assignments, the Employee may be required and hereby agrees to perform duties at other premises of the Company or at the premises of clients of the Company or at such locations as may be required when so reasonably requested or directed by the Company.

4.2 It is agreed between the Parties that the Company can transfer / depute the Employee to any of its other offices, departments, divisions or offices of its affiliates, clients or associates, existing or in future, in India or abroad, at the sole discretion of the Company. The remuneration payable on such transfer / deputation shall be fixed as per applicable Company policy from time to time. Furthermore, the Employee shall be subject to the rules and regulations of the Company as applicable to the location to which the Employee will be so transferred.

5 HOURS OF WORK

5.1 The Employee shall work during such working hours as intimated by the Company from time to time. The shift timings are subject to change as notified by the Company from time to time.

6 COMPENSATION

6.1 During the Employment Period, the Employee shall be entitled to salary and benefits as detailed in Annexure I of the Appointment Letter. Salary and benefits will be paid to the Employee in equal monthly installments in arrears and shall be subject to statutory and other required deductions as applicable.

6.2 The Employee's salary and benefits may be periodically reviewed from time to time as per the policy of the Company and revised at the discretion of the Company. The Company reserves the right to add, withdraw, increase or decrease salary or any of the said benefits at any time during the course of the Employee's employment in accordance with applicable Company policy.

6.3 As mention in clause 3.1, after successful completion of 1st year, total annual compensation would be revised maximum upto 4.5 Lacs per annum. Subsequently, for 2nd year annual compensation would be incremented maximum upto INR 5.5 Lacs per annum. However, during the entire service period starting from the date of joining, Company on its sole discretion reserves the rights to decide upon the salary increment considering overall feedback from the reporting manager.

6.4 The Employee's salary package is based on, besides the Employee's overall experience level in the IT industry, his/her educational qualification and the experience and knowledge level assessed at the time of selection, particularly in the skill sets relevant. Therefore, the salary package appointed to the Employee is peculiar and personal to the Employee. Any comparison of the same with the salary packages of other employees, based purely on the total experience level in the IT industry, may be unrealistic, misleading and invidious. Performance based increments shall be given to the Employee as per the Company' standards. The Employee is required to strictly maintain the secrecy of and ensure that s/he does not divulge or communicate in any manner, any information regarding his/her remuneration/terms of employment to any

other employee of the Company except to his/her immediate Superior/Head of the HR Department of the Company.

7 EXPENSES

7.1 Upon presentation of appropriate documentation, the Company shall reimburse to the Employee all reasonable and necessary out-of-pocket expenses, including travel expenses, actually incurred by the Employee in the course of his employment. The Company has policies and procedures in relation to the reimbursement of such expenses that may be revised from time to time and the reimbursement shall be subject to the same having been incurred and accounted for in accordance with the said policies and procedures in effect. The Company reserves the right to correct any adverse expense balance by making the necessary deductions from any amounts due to the Employee from the Company.

8 LEAVE

8.1 The Employee shall be entitled to leave with full salary in each calendar year in accordance with the Company's policy as applicable from time to time. Without prejudice, Employee shall seek prior written approval of all leave, except urgent sick leave, at least seven days before the first day of the proposed leave. Any absenteeism from work for more than three (3) consecutive days, without prior approval or intimation, as the case may be, shall be grounds for immediate termination of employment by the Company.

9 POLICIES etc.

9.1 The Employee shall at all times comply with and be subject to such policies and procedures as the Company may be in force from time to time.

9.2 The Employee shall comply with all rules or codes of conduct in force from time to time required by any regulatory / statutory body in relation to the business of the Company.

9.3 During your employment with the Company, the Employee shall be governed by the Company's policies and rules regarding discipline, hours of Work, Leave, Holidays, Reimbursement, Leave Travel Assistance, Onsite travel allowance, Misconduct and indiscipline or/other matters that are prevailing in the Company or may be brought into force from time to time. If at any time the Employee's conduct is considered by the Company as detrimental to its interests or in violation of one or more terms of this contract and/ or the regulations and policies of the Company, the Employee's services may be terminated without notice. For detailed information about various HR policies and Guidelines the Employee is advised to visit the Company's HR Sharepoint portal (Intranet), which is subjected to revision from time to time.

9.4 The Employee is required to deal with the Company's money, material and documents with utmost honesty and professional ethics. If the Employee is found guilty, at any point of time of moral turpitude or of dishonesty in dealing with the Company's money or material or documents or of theft or of misappropriation, regardless of the value involved, his/her services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in the Appointment Letter.

The Employee shall be responsible for achieving certain individual and corporate goals which will be specified in advance from time to time. The Employee shall perform, observe, and conform to such duties, directions and instructions assigned or communicated to him/her by the Company and those in authority over him/her. The Employee's performance will be judged on the basis of periodic reviews made by his/her Team/Project Lead using Tectura Performance Management (TPM) online Portal. This model contains the description of his/her level, and clarifying for him/her a career path and desired behaviors that ensure the

opportunity to effectively do his/her job and a tool for identifying development objectives for his/her Partnering for Performance Plan. Career progression is based on the business needs of Tectura and a team member leveraging their value through their accomplishments of their responsibilities and integrating their knowledge and practices within their PPA.

10 CONFIDENTIALITY

10.1 The Employee agrees that he shall not, directly or indirectly, use, make available, sell, disclose or otherwise communicate to any person, other than in the course of the Employee's employment and for the benefit of the Company, either during the period of the Employee's employment or at any time thereafter, any non-public, proprietary or confidential information, knowledge or data relating to the Company, any of its subsidiaries, affiliated companies or businesses, or its clients which shall have been obtained by the Employee during or as a result of the Employee's employment with the Company.

10.2 The Employee shall not, during the Employment Period or thereafter, disclose to any third party or use for his own benefit or for the benefit of any third party, any Confidential Information, unless such disclosure or use is specifically permitted in writing by the Company.

10.3 The Employee shall at all times keep confidential all Confidential Information except with the prior written consent of the Company.

10.4 The Employee shall not make or permit or authorize the making of any press release or other public statement or disclosure concerning Confidential Information without the prior written consent of the Company.

10.5 The Employee shall not make copies or reproduce in any manner any of the Confidential Information unless specifically authorised by the Company.

10.6 The Employee shall not remove or take out or send by e-mail or in any other manner any of the Confidential Information from the Company premises, past, present or future unless specifically authorised by the Company.

10.7 The Company and the Employee agree that no license of any kind to any part of the Confidential Information is granted, agreed to be granted or implied by the terms of this Appointment Letter and Terms of Employment, or by the disclosure to the Employee of the Confidential Information.
The Employee hereby acknowledges and confirms that all existing and future intellectual property rights in the Company's Confidential Information is the exclusive property of the Company and confirms that the Employee will not apply for or obtain any intellectual property protection in respect of the Confidential Information. All intellectual property rights relating to any work carried out by the Employee (whether past, present or future) using the Confidential Information of the Company will belong to and will vest in the Company.

10.8 "Confidential Information" means any and all information relating to the business or to the affairs of the Company which is not generally known including without limitation, trade-secrets, know-how, data, processes, designs, formats, reports, specifications, software programs, samples, rates, pricing terms, client lists, details of suppliers, details in respect of other employees of the Company, market survey information, the identity of clients or their requirements, the identity of key contacts within client organizations, marketing and merchandising techniques, methods, processes, formulae, compositions, systems, techniques, inventions, and all writings or materials of any type embodying any of such information which

is marked with an indicator such as “Confidential” or “Proprietary” or is reasonably expected to maintained confidentially, but excluding information which:

10.8.1 is or comes into the public domain otherwise than by disclosure or default by the Employee;

10.8.2 was or is lawfully obtained or available from a third party who was lawfully in possession of the same and free to disclose it; or

10.8.3 was already known to the Employee as evidenced by written record pre-dating such disclosure by the Company

10.9 The obligations contained in this clause shall survive the termination of the Employee’s employment with the Company and shall be fully enforceable thereafter.

11 NON-SOLICITATION

11.1 During the Employee’s employment with the Company and for a three (3) year period thereafter, the Employee agrees that he will not, directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity, knowingly solicit, aid or induce any employee/s of the Company to leave such employment in order to accept employment with or render services to or with any other person, firm, corporation or other entity or knowingly take any action to assist or aid any other person, firm, corporation or other entity in identifying or hiring any such employee.

11.2 During the Employee’s employment with the Company and for a three (3) year period thereafter, the Employee agrees that he will not, directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity, knowingly solicit, aid, entice or induce any customer/client or potential customer/client of the Company away from the Company or assist or aid any other persons or entity in identifying or soliciting, enticing etc. any such customer. The obligations contained in this clause shall survive the termination of the Employee’s employment with the Company and shall be fully enforceable thereafter.

12 INTELLECTUAL PROPERTY

12.1 All intellectual property 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), invention, design, discovery, ideas, techniques, methods, processes, uses, products, services, forms, formats and improvements made to any of the above, or in any other matter including but not limited to designs conceived / created / made fully or in part (whether or not during regular office / business hours and whether alone or in conjunction with others,) by the Employee, during the Employment Period, shall on such conception, creation or making and shall stand automatically vested in and be the sole and exclusive property of the Company. The Employee does hereby assign and transfer all right, title and interest in all work and in all related patents, copyrights and trademarks, trade secrets and other proprietary rights therein to the Company. Employee also explicitly waives all moral rights in Employee’s contribution to the business of the Company.

12.2 Employee undertakes to execute and register any necessary documents, and do whatever else may be necessary as may be determined by the Company in its discretion, at the cost of the Company, even after his employment with the Company has ended to further confirm the above ownership rights in favour of the Company. The Employee hereby authorizes the Company as Employee's power of attorney holder to execute any documents on Employee's behalf for this purpose.

13 NON-COMPETITION

13.1 During the Employment Period, the Employee shall not, directly or indirectly, either as an employee, part of a company, consultant, agent, principal, partner, corporate officer, director, shareholder, member, investor or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatever with the business of the Company.

13.2 During and after the Employment Period, the Employee will not divulge or appropriate to his own use or to the use of others, whether in competition with the Company or otherwise, any Confidential Information or intellectual property of the Company.

13.3 The obligations contained in this clause shall survive the termination of the Employee's employment with the Company and shall be fully enforceable thereafter.

13.4 Notwithstanding the above provisions, due to the nature of the Confidential Information that has been/may be disclosed to the Employee by the Company during the course of his employment, the Employee acknowledges that the Company would lose its business advantage over its competitors if the Employee were to provide any services to such competitors of the Company. Accordingly, the Employee undertakes that he shall not, directly or indirectly, solicit, appointment or otherwise contact any competitors of the Company, for providing any services to the aforesaid competitors of the Company, whether as employee or as consultant. This obligation shall survive for a period of 24 months after termination of the Employee's employment with the Company.

13.5 The Employee further agrees that during the term of employment with the Company and for a period of two year thereafter, s/he shall not solicit, or arrange to have any other person or entity solicit, any person or entity engaged by the Company as an employee, customer, supplier or consultant or advisor to the Company to terminate such party's relationship with the Company.

14 SCOPE OF RESTRICTIONS

14.1 Employee acknowledges that restrictions laid in this Appointment Letter and Terms of Employment impose separate and independent restrictions, the scope of which appears to be no greater than necessary for the protection of the Company's interests and is reasonable in all the circumstances. The Employee is also aware that the restrictions may be open to scrutiny by a court of competent jurisdiction and may sometimes be held invalid from the outset or because of changing circumstances. Accordingly, if any of these restrictions shall be adjudged void or ineffective for whatever reason but would be adjudged valid and effective if the wording were revised, they shall apply amended and modified as necessary to ensure their validity.

15 REMEDIES FOR BREACH

15.1 In the event of a breach or apprehended breach of the terms of this Appointment Letter and Terms of Employment, the Company shall be entitled to an injunction restraining the Employee from the breach / apprehended breach. The right to secure an injunction is not the exclusive remedy available to the Company and the Company may pursue any other remedies it has against the Employee for a breach or threatened breach of this Appointment Letter and Terms of Employment.

15.2 The Employee is aware and acknowledges the fact that any breach by the Employee of any of the terms of this Appointment Letter and Terms of Employment would cause the Company to suffer a grave loss and would prejudicially affect the business and interests of the Company. During the term of employment

with the Company or subsequent to the severance of, resignation from or termination of employment with the Company, in the event Company incurs or suffers or is put to any costs, losses, damages or liabilities whatsoever from any party whomsoever, as a result of the Employee's breach of the undertakings/covenants contained herein, the Employee shall fully indemnify and keep indemnified the Company for such costs, losses, damages and liabilities whatsoever they may be, without any demur or protest. The Employee understands and agrees that the Company shall be the deciding authority for determining such costs, losses, damages and liabilities. The Employee recognizes and agrees that in the event of such a breach and/or apprehended breach, the Company shall be entitled to recover from him and he shall be bound and liable to make good to the Company, all the losses, damages, costs, charges and expenses, including attorney fees and court costs incurred by the Company for the purpose of and/or in connection with any civil and/or criminal proceedings initiated and/or proposed to be initiated by the Company on account of such breach or apprehended breach. The Employee agrees that the Company shall be entitled to set off, at its sole discretion, the whole or any part of such amount against any amounts
due to him and/or entitlements of the Employee on account of Employee's employment with the Company. This remedy shall be in addition to other remedies available to the Company under law and any other agreement between the parties.

16 AMENDMENT

16.1 The terms of this Appointment Letter and Terms of Employment may be amended only by mutual consent of both the parties in writing.

17 TERMINATION

17.1 The Employee's employment shall terminate with immediate effect on the last day of the month in which the Employees attains 58 years of age.

17.2 The Employees employment may be terminated forthwith by written notice by the Company, on the basis of medical advice it deems acceptable, that the Employee has become physically or mentally disabled or incapacitated to such an extent that he is unable to perform his duties.

17.3 The Company may terminate the Employee's employment if the Company finds the performance of the Employee unsatisfactory or if, in the opinion of the Company, the Employee is negligent or irregular or inefficient in the discharge of his duties.

17.4 The Company may terminate the Employee's employment forthwith if the Employee is in breach of any of the terms or conditions of this Appointment Letter and Terms of Employment.

17.5 The Company may terminate the Employee's employment forthwith if any declaration given or information furnished by the Employee is found to be false or if the Employee is found to have willfully suppressed any material information.

17.6 The employment of the Employee may be terminated by the Company in the event the Employee is found guilty of any misconduct in accordance with the policy of the Company as applicable to the Employee or if the Company losses faith / confidence in the Employee or if the Employee is connected or involved in any criminal activities; any offence involving moral turpitude or any other activities prejudicial to the interest of the Company. Pending any enquiry into any alleged misconduct or any activities prejudicial to

the interest of the Company or criminal acts of acts of moral turpitude, the Company reserves the right to suspend the Employee without salary or remuneration.

While the Employee is on probation (if any), the Employee's employment may be terminated by the Company without cause and without assigning any reason whatsoever, by giving written notice of 30 days, provided that the Company shall in addition, be entitled to terminate the Employee's services by payment in lieu of the notice period specified above. During the probation period if the employee intend to leave the company, he/she is required to provide a prior notice period of 30 days. After the confirmation of the Employee on successful completion of probation (if any), the Employee's employment may be terminated by either party without cause and without assigning any reason whatsoever, by giving written notice of 90 days, provided that the Company shall in addition, be entitled to terminate the Employee's services by paying basic salary in lieu of the notice period specified above.

17.7 Prior to termination of this Employment, the Employee agrees that he will serve the required notice period in accordance with the terms of this Appointment Letter and Terms of Employment unless the said notice period is waived by the Company, in writing and that the Employee shall continue to be in the employment of the Company and that the terms and conditions of employment shall be binding on the Employee until the expiry of the agreed notice period. In the event of breach / attempted breach by the Employee of the obligation to serve the notice period, the Employee agrees that the Company shall be entitled to specifically enforce the applicable notice period against the Employee and will be entitled to obtain an injunction to prevent the Employee from joining any other employment prior to the expiry of the agreed notice period.

18 CONSEQUENCES OF TERMINATION

18.1 On termination of employment, the Employee shall hand over / transfer, to the satisfaction of the Company, the Employee's responsibilities and knowledge regarding the business and affairs of the Company to a responsible person nominated by the Company.

18.2 On termination of employment, the Employee will return to the Company:

18.2.1 all property belonging to the Company such as laptop, mobile phone etc. with details of any passwords;

18.2.2 all Company documents (including electronic documents) of whatever description and all Confidential Information of the Company in the Employee's his possession or control, together with any copies or extracts of the same and confirm in writing that he has so returned all documents and Confidential Information. The Company reserves the right to deduct the cost of any Company property that the Employee fails to return as per this Clause, from any amounts due to the Employee, or take such actions as may be deemed proper.

18.3 In addition to the above the Employee shall immediately repay all outstanding debts and loans due to the Company and the Company is hereby authorized to deduct from any monies due to the Employee a sum in repayment of all or any part of any such debts or loans.

19 WARRANTY

19.1 The Employee represents and warrants to the Company that this Appointment Letter and Terms of Employment is legal, valid and binding upon him and the execution of this Appointment Letter and

Terms of Employment and the performance of his obligations hereunder does not and will not constitute a breach of, or conflict with the terms or provisions of, any agreement or understanding to which the Employee is/was a party (including, without limitation, any other employment agreement).

19.2 The Employee warrants that the Employee will not bring onto the premises of the Company or use in the performance of his obligations under this Appointment Letter and Terms of Employment, any proprietary or confidential information or property belonging to any prior employer or any other person unless consented to in writing by that prior employer or person.

20 PREVIOUS AGREEMENTS

20.1 This Appointment Letter and Terms of Employment supersedes all previous agreements and arrangements (if any) between Employee and the Company except to the extent otherwise provided for in this Appointment Letter and Terms of Employment.

21 VARIATION

21.1 No variation of this Appointment Letter and Terms of Employment shall have effect unless reduced to writing and initialed by or on behalf of both parties.

22 WAIVER

22.1 The failure of either party at any time or times to require performance of any provision hereof shall in no manner affect such party's right at a later time to enforce the same. No waiver by either party of the breach of any term or covenant contained in this Appointment Letter and Terms of Employment, in any one or more instances, shall be deemed to be, or construed as, a further or continuing waiver of any such breach, or a waiver of the breach of any other term or covenant contained in this Appointment Letter and Terms of Employment.

23 ASSIGNMENT

23.1 This Appointment Letter and Terms of Employment is personal to the Employee and the Employee may not assign or delegate any rights or obligations hereunder.

23.2 The Company may assign this Appointment Letter and Terms of Employment provided the Company shall require such successor to expressly employ the Employee on terms and conditions which taken as a whole are not less favorable than the terms of this Appointment Letter and Terms of Employment.

24 CONFIDENTIALITY OF TERMS

24.1 All terms contained in this Appointment Letter and Terms of Employment shall be retained in the strict confidence by the Employee and will not be disclosed to any other person without prior written permission of the Company.

25 GOVERNING LAW & JURISDICTION

25.1 This Appointment Letter and Terms of Employment shall be governed by and construed in accordance with the laws of India and the courts of New Delhi shall have the jurisdiction, to the exclusion of any other Courts that may have jurisdiction, to decide any disputes that may arise hereunder.

26 NOTICES

26.1 Any notice or communication permitted or required by this Appointment Letter and Terms of Employment shall be deemed effective when personally delivered or deposited, postage prepaid, by registered acknowledgement due mail, addressed to the other party's last known address.

Sincerely,

Head Human Resources

TECTURA INFOTECH PVT. LTD

Acceptance of Appointment terms and conditions:
I agree that I have read, understand, and accept the offer of employment with **Tectura Infotech Pvt. Ltd.** under the terms and conditions of the services stated above.

Signature _____

Name _____

Date _____

EMPLOYEE NON-DISCLOSURE AGREEMENT

FOR GOOD CONSIDERATION, and in consideration of being employed by **Tectura Infotech Pvt. Ltd.** as a condition of my employment, I agree & acknowledge to the following.

NON-DISCLOSURE OF CONFIDENTIAL INFORMATION

1. **Company Information:** I agree at all the times during the term of my employment 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 from Tectura's Representative, any Confidential Information of the Company.

   I understand data, trade secrets, or knowledge, including but not limited to: research, product plans, products, Services, customer lists and customers (including, but not limited to customers of the Company on whom I called or with whom I became acquainted during the term of my employment), pricing data, markets, sources of supply, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware, configuration information, marketing, finance, and other business information disclosed to me by the Company, either directly or indirectly in writing, orally, or by drawings or observation of parts or equipment.

   I further understand 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 mine or others who were confidentiality obligations as to the material involved.

2. **Former Employer Information:** I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Nor will I bring onto the premises of the Company any unpublished document or proprietary information belonging to any such employer, person, or entity unless consented to in writing by such employer, person, or entity.

3. **Returning Company Documents:** I agree that**,** at the time of leaving the employ of the Company, I will deliver to the Company (and will not keep in my possession, recreate, or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specification, drawings, blueprints, sketches, materials, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors, or assigns. I further agree that I shall not retain copies, notes or abstracts of the foregoing.

4. The Company may notify any future or prospective employer or third party of the existence of this agreement, and shall be entitled to full injunctive relief for any breach.

5. This agreement shall be binding upon me and my personal representatives and successors in interest, and shall inure to the benefit of the Company, its successors and assigns.

Employee Signature:…… Date:…….....…….

Employee Name: Bharat Singh R
cc: BR9530 Personnel File

BOSCH

*** Private & Confidential ***

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

Munagala Sonia
Dayananda Sagar Institutions, Bangalore

Our Reference
RBEI/HRL-TD/2019/577

Date: 24.June.2019

Dear Sonia,

SUB: LETTER OF ENGAGEMENT AS 'PROJECT TRAINEE'

With reference to your application and the interview you had with us, we are pleased to inform you that you have been selected as a "Project Trainee" in our organization on the following terms and conditions:

1. **Nature of Engagement:**

You will be engaged as a Project Trainee in our establishment in the area of **"EDC"** and during the course of Engagement, you shall be under the guidance of **Pradeep Radhakrishnan (RBEI/EDC).** You may be required to undergo training in different shifts if necessary to enable you to get adequate exposure of the functioning of the different departments. Your hours of engagement will be as per the project requirements. You will observe weekly holiday and other holidays at par with regular employees.You shall follow rules and regulations of the work place during the period of engagement.

2. **Duration of Engagement:**

The engagement period will be 15.07.2019 to 29.05.2020 unless the company extends the period of your engagement in writing, your engagement shall automatically stand terminated on the end date.

3. **Scholarship:**

You will be paid a scholarship of Rs.15000 per month (Rupees Fifteen Thousand Only), during the period of engagement. Other than the above, you will not be entitled to receive any other payment/allowance.

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BOSCH

4. Other terms & conditions:

4.1 You will be entitled to take 1 day Leave (GL) per month.

4.2 During the engagement or after completion thereof you shall not divulge, disclose or impart to any person/any organization, any trade secret or any information whatsoever concerning the business, finances or any dealings, transactions or affairs of the company which may come to your knowledge during the course of engagement.

4.3 You will be subject to the rules and regulations of the company in force from time to time.

4.4 The offer of Engagement is on the understanding that all the information given by you in your application form is correct, true and complete. If it is found at any time that the information given by you in the application form is not correct and true and or you have knowingly suppressed any information, the company will have the right to discontinue your engagement at any time and without any notice or compensation.

4.5 IP Assignment: You shall assign to the Company any invention that you may develop during the course of your internship with us and the Company shall be free to deal with such invention as it may deem appropriate.

While reporting, please bring the following:

2 Passport size photographs

2 copies each of your educational certificates

Original bona-fide certificate

Proof of Identity and residence

The original documents (except bona-fide certificate) will be returned to you after verification.

Please sign and return the duplicate of this letter as a token of your acceptance of the above terms and conditions.

ROBERT BOSCH ENGINEERING AND BUSINESS SOLUTIONS PRIVATE LIMITED

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

I accept the above terms and conditions and confirm that I will report as a Project trainee on 15/07/2019

PLACE: Bengaluru

DATE: 15/07/2019

Sonia.M
(Signature of the Candidate)

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Gmail

Upendra Varma <upendravarma1993@gmail.com>

Internship@RBEI

EXTERNAL Ashwin Chandra (External, GS/HRS2-IN) <external.Chandra.Ashwin@in.bosch.com>

Tue, 9 Jul 2019, 3:06 PM

Dear Candidate,

Greetings from Robert Bosch Engineering & Business Solutions Private Limited, India, RBEI!!!

Your Date of Joining for pursuing internship at Bosch **is 15th July 2019.**

Venue detail for On-boarding(First Day) and Reporting:

Robert Bosch Engineering and Business Solutions Limited (KOR)

123, Industrial Layout, Hosur Road, Koramangala, Bangalore 560095

Land Mark-Opposite to Forum Mall.

Venue detail for Dept Reporting after on-boarding:

Robert Bosch Engineering and Business Solutions Private Limited (BEL)

Ecospace, Bellandur, Varthur Hobli,
Sarjapura Outer Ring Road,

Bangalore - 560 103.

Documents to be carried:

1. Academic Scorecards from 10th to highest qualification (till date).
2. College Permission letter and 2 Passport size photos.
3. Passport (Originals and one photo copy)—IF available.
4. Any govt. issued ID Proofs(Originals and one photo copy)
5. Know your Blood group

6. 1 Cancelled Cheque

7. Copy of your Pan Card

First Day Reporting Time-8.45am (Location-KOR), any late coming or not carrying above mentioned documents will not be entertained.

Whom to contact: Help Desk-Ground Floor

P.S:

1. College permission letter is mandatory.(Hard copy or mail)

2. Offer letter will be given on the day of Joining.

3. Stipend paid will be INR 15,000(Fifteen Thousand) per month with free breakfast, lunch and snacks

4. Cheque and Pan Card for Stipend can be submitted on 15th July 2019,

5. Accommodation should be taken care by the intern itselfdhivyaprabhamurugesan@gmail.com

Please consider the environment before printing this e-mail.

Best regards,

Chandra Ashwin

[Quoted text hidden]

---------- Forwarded message ---------
From: **Nagesh P** <placement@dayanandasagar.edu>
Date: Tue, May 12, 2020 at 11:16 AM
Subject: Fwd: Naksha : Masters Internship program : Intern conversion
To: Gopal S S <ssgopal@dsu.edu.in>
Cc: dsi_placement <dsi_placement@yahoo.com>

---------- Forwarded message ---------
From: **Ananthanath, Swetha** <sananthanath@textron.com>
Date: Tue, May 12, 2020 at 11:13 AM
Subject: Naksha : Masters Internship program : Intern conversion
To: dsi_placement <dsi_placement@yahoo.com>, Nagesh P <placement@dayanandasagar.edu>
Cc: Narasimhappa, Prathiba <pnarasimhappa@textron.com>

Hello Nagesh ,

As discussed over the call , We would like to confirm below student Intern from your college will be on conversion to full time role with Textron India .

Please communicate to the student from the college side as well on the same , can we keep her conversion date for 1st August 2020 ? .

Also be clear with the student very strictly , they should not be allowed to attend any placement interviews from different companies and to be blocked only to Textron .

Will get back to you on the compensation details in my next email .

Current Full Name	Phone numbers	Conversion Business Unit	Education	College	Conversion Business Tittle	Offered Compensation CTC
Naksha Virupaxappa	9742901918	TSV IT	Masters	Dayanand	Associate Analyst	Will share shortly

Note: Once you confirm us the final exam and their results date to keep conversion effective date we will proceed to release offer letter .

Reach out to me for further discussion or clarification !!

Regards,

Swetha A

Human Resources

Textron India

Direct :080-46999253

Mobile: 8310617732

From: Ananthanath, Swetha
Sent: Sunday, January 19, 2020 10:20 PM
To: dsi_placement <dsi_placement@yahoo.com>; Nagesh P <placement@dayanandasagar.edu>
Subject: Dayanand College : Masters Internship program : End Date Confirmation
Importance: High

Hello Nagesh ,

Hope you are doing good !!

Please be informed we have below student from your college for Master Internship program 2019 Batch .

As per attached college authorization letter we have provided the end date of Internship , Kindly confirm if you want to give extension to end date we will update our system access accordingly .

Please revert back to us by Tuesday 21st Jan before 3:00pm .

Else below would be the end date , also this may change accordingly if we are converting the student to full time – which will be communicated to you .

Current Full Name	Business Unit	Education	College	Supervisor Name	Business Title	Functions	Gender	Date of Joining	End Date
Naksha Virupaxappa	TIS	Masters	Dayanand	Cyr, Dwayne	Student Intern	Information Technology	F	4th September 2019	5th June 2020

Regards,

Swetha A

Human Resources

Textron India

Direct :080-71409253

Mobile: 8310617732

From: Ananthanath, Swetha
Sent: Wednesday, August 14, 2019 5:03 PM
To: Nagesh P <placement@dayanandasagar.edu>; Narasimhappa, Prathiba <pnarasimhappa@textron.com>
Cc: dsi_placement <dsi_placement@yahoo.com>
Subject: RE: Naksha Shortlist for Masters Internship program
Importance: High

Dear Nagesh ,

As discussed , We have released the offer for Naksha V with stipend of Rs 18000 per month .

Her tentative DOJ is 19th August 2019 , Please inform the student to be here for the joining also considering her for 4 days in a week at the office with the end date mentioned in the college authorization letter as 5th June 2020.

Let me know any clarifications required .

Regards,

Swetha A

Human Resources

Textron India

Direct :080-71409253

Mobile: 8310617732

From: Ananthanath, Swetha
Sent: Thursday, August 1, 2019 8:51 AM
To: Nagesh P <placement@dayanandasagar.edu>; Narasimhappa, Prathiba <pnarasimhappa@textron.com>
Cc: dsi_placement <dsi_placement@yahoo.com>
Subject: Naksha Shortlist for Masters Internship program

Dear Nagesh ,

We are proceeding with the Stipend offer amount of **Rs 18,000 per month** for below as Masters Internship program for 2019 -2020 with us . Kindly confirm their tentative DOJ ?

Kindly share the college authorization letter for below with the duration period (Start and End date) and how many days in a week they are available in office .

You may communicate the same to student on the stipend amount and share us the college authorization letter to proceed further for his joining.

Let me know any questions !!

Pratibha – Please collect the documents from the below student for the offer .

Name of student	Phone	Email ID	College	Branch	Function
Naksha v	9742901918	nakshavbashetty96@gmail.com	Dayanand	Computer Science & Eng	IT

Regards,

Swetha AHuman Resources

Textron India

Direct :080-71409253

Date: October 15, 2020

Ref: HR/Campus/2021

Name: Rajkumari Sunanda,

College: Dayananda Sagar College of Engineering

OFFER OF EMPLOYMENT

Dear Rajkumari Sunanda,,

Welcome to Xylem. 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.3,01,974/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining XYLEMsubject to you meeting 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 XYLEM 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 XYLEMfor a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay XYLEMan 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 Xylemfamily 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

xylem

ANNEXURE-1

Name : Rajkumari Sunanda,		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)	225,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	365,602	
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	301,974	

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.

xylem

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

xylem

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: _____

amazon | Development Centre India

OFFER CUM APPOINTMENT LETTER

Komal P
#34,6th main, Near muneshwara temple, hosapalya, bommanahalli post
Bangalore Urban
560068
IN

Dear Komal,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Prod Compliance Sr. Associate** at **Bangalore**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your employment with Amazon India will commence on **19-Jul-2020**.

2. Probation

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with immediate effect

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and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

3. Duties

3.1 You will be employed in the position of **Prod Compliance Sr. Associate**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.

3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.

3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.

3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

4. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

5. Place of Work

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Your initial place of work will be at Amazon India's facility in Bangalore. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

6. Remuneration

6.1 Your Annual Base Pay will be Rs.**429,100** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer`s and the employee`s provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.

6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.

The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the

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employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

8. Leave

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

9. Confidential Information and Confidentiality Obligations

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

(1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;

(2) computer code (including source code and object code) or software developed, modified, or used by the Company;

(3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

(4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but

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not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

(5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;

(6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;

(7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;

(8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;

(9) the following information which shall hereinafter be referred to as the "Disclosure Information":

(a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

(b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated,

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tested, or applied by you during the course of your employment with the Company;

(c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and

(d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;

(10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;

(11) any information received by the Company from third parties, whether or not under obligation of confidentiality;

(12) any information derived from any of the above, including any intellectual property rights attached thereto; and

(13) any copies of the above mentioned information.

9.2 Confidentiality Obligations:

(1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to

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when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

(2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.

(3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

10. Intellectual Property Rights

10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

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(1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;

(2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;

(3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;

(4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and

(5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

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10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

11. Non-Solicitation

11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and

11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

12. Employee Data Protection

12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.

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12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

13. Exclusivity of Services

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

14. Termination of Employment

14.1 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.

14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:

(i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
(ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
(iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
(iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
(v) are convicted for any offence under any law for the time being in force in any jurisdiction;
(vi) commit any act detrimental to the interest of Amazon India;
(vii) abstain from work for seven consecutive days without informing Amazon India;

14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business

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affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

15. Gratuity

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

16. Employee Benefits

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

17. New Hire Background Investigation

17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.

17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.

17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

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17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 12 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

18. Foreign Nationals

18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.

18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.

18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

19. Representations and Warranties

You hereby represent and warrant to the Company that:

19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;

19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;

19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party (including a former employer);

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19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and

19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;

19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

20. Other Particulars

20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter

20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

21. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

22. Waiver

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

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Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN : U72200KA2004FTC034233

23. Severability

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

24. Assignment

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

25. Employer – Employee Relationship

The relationship between the Company and you hereunder shall be solely that of an employer and employee and and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

26. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages

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or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

27. Authorization to Notify New Employer

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

28. Governing Law and Jurisdiction

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

29. Agreement/Modifications

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

30. Headings

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

31. Survival

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.

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amazon | Development Centre India

You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by:MARY LOVINA PAUL
Date: 2020.06.22 22:12:30 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.

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Offer: Computer Consultancy
Ref: TCSL/DT20195245385/Bangalore
Date: 13/09/2019

Mr.AKARSH BHADANI
#240/4 10th cross
Shanthi nagar,
Bangalore-560040,
Karnataka.
Tel# -

Dear AKARSH BHADANI,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **`3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of `**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be `**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of `**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of `**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of `**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be `**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the companyrolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of `**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of `250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**

   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are requiredto enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without anyfurther intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Governmentof India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,
  address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, thesame shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**AKARSH BHADANI**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign toTCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS,use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do soin writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion thatshall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Offer: Computer Consultancy
Ref: TCSL/DT20195245391/Bangalore
Date: 13/09/2019

Mr. Arun B
#340/4 Indira nagar,
Bangalore-560050,
Karnataka.
Tel# -

Dear Arun B,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **`3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of `**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be `**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of `**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of `**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of `**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be `**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the companyrolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of `**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of `250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**

   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are requiredto enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without anyfurther intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Governmentof India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,
  address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, thesame shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Arun B**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign toTCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS,use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do soin writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion thatshall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Offer: Computer Consultancy
Ref: TCSL/DT20195245361/Bangalore
Date: 13/09/2019

Mr. Gowtham M
44/1Off Sarjapur Road,
Kodathi Village,
Bangalore-560036,
Karnataka.
Tel# -

Dear Gowtham M,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **`3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of `**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be `**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of `**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of `**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of `**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be `**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of `**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of `250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,
  address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Gowtham M**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Offer: Computer Consultancy
Ref: TCSL/DT20195245388/Bangalore
Date: 13/09/2019

Mr.ABDULHAMID ABDULLAHI
#140/4 7th cross
Indira nagar,
Bangalore-560030,
Karnataka.
Tel# -

Dear ABDULHAMID ABDULLAHI,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **`3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of `**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be `**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of `**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of `**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of `**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be `**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the companyrolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE
You will be eligible for a City Allowance of `**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES
You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of `250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are requiredto enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without anyfurther intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Governmentof India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, thesame shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**ABDULHAMID ABDULLAHI**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign toTCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS,use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do soin writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion thatshall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Offer: Computer Consultancy
Ref: TCSL/DT20195245388/Bangalore
Date: 13/09/2019

Mr.KAPIL SAINI
#140/4 7th cross
Indira nagar,
Bangalore-560030,
Karnataka.
Tel# -

Dear KAPIL SAINI,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **`3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of `**10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be `**4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of `**7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of `**500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of `**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be `**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the companyrolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE
You will be eligible for a City Allowance of `**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES
You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of `250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are requiredto enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without anyfurther intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Governmentof India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, thesame shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**KAPIL SAINI**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Annexure

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign toTCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS,use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do soin writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion thatshall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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APPOINTMENT LETTER

February 16, 2021

Dear Pooja S,

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: Pooja S

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** Pooja S16/2/2021 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
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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, 2021

Dear Sampritha G,

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: Sampritha G.S

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** Sampritha G.S16/2/2021 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
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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, 2021

Dear Gowtham M,

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: GOWTHAM M

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** Gowtham m 16/2/2021 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
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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, 2021

Dear SUMAN S 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: SUMAN S K

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** SUMAN S K 16/2/2021 11:08 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

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Bengaluru 560 035
India

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F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

APPOINTMENT LETTER

February 16, 2021

Dear SAMDUP,

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: TSERING SAMDUP

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** TSERING SAMDUP 16/2/2021 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

July 20, 2020

Saima

59, 5th Main Road,
Gandhi Nagar, 6th Phase,
Gujarat 382010

Dear Saima:

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. 3,50,000.

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. 4,00,000 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.

Cerner Healthcare Solutions India Private Limited | Registered Office: Ground Floor, Wing B, Block H2, Mountain Ash, Manyata Embassy Business Park, Nagawara, Bangalore 560 045, India
Phone: +91 80 3301 0400 | Fax: +91 80 3301 0916 | CIN: U72200KA2014FTC130004 | Email: Cerner-india@cerner.com | www.cerner.com

Please acknowledge and electronically accept this Invitation of Employment by July 21, 2020, 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:_____
Saima

Today's Date: _____

Cerner Healthcare Solutions India Private Limited | Registered Office: Ground Floor, Wing B, Block H2, Mountain Ash, Manyata Embassy Business Park, Nagawara, Bangalore 560 045, India
Phone: +91 80 3301 0400 | Fax: +91 80 3301 0916 | CIN: U72200KA2014FTC130004 | Email: Cerner-india@cerner.com | www.cerner.com

July 20, 2020

Pratesh S

834/1C,
5th C Maruti Nagar,
Karnataka 560068

Dear Pratesh 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. 3,50,000.

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. 4,00,000 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.

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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:_____
Pratesh S

Today's Date: _____

Cerner Healthcare Solutions India Private Limited | Registered Office: Ground Floor, Wing B, Block H2, Mountain Ash, Manyata Embassy Business Park, Nagawara, Bangalore 560 045, India
Phone: +91 80 3301 0400 | Fax: +91 80 3301 0916 | CIN: U72200KA2014FTC130004 | Email: Cerner-india@cerner.com | www.cerner.com

x

July 20, 2020

Purandara V Kashyap

12/15, 2nd Cross,
Hosekerahalli,
Karnataka 560085

Dear Purandra V Kashyap:

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. 3,50,000.

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. 4,00,000 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

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EMPLOYMENT AGREEMENT

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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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Purandra V Kashyap

Today's Date: _____

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July 20, 2020

Sameeksha Shresth

Flat No.1, Yamini Apartment,
Army Road,
Jharkhand 834002

Dear Sameeksha Shresth:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Sameeksha Shresth

Today's Date: _____

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July 20, 2020

Sonam Choekey

49A, Mandi Mohala,
Periyapatna,
Karnataka 521107

Dear Sonam Choekey:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Sonam Choekey

Today's Date: _____

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July 20, 2020

Avinash Reddy

Pushpa Nilayam,
Narayani Towers,
Chattisgarh 495004

Dear Avinash Reddy:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Avinash Reddy

Today's Date: _____

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July 20, 2020

Pavan G

401, BVC Residency,
Basavangudi,
Karnataka 560004

Dear Pavan G:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Pavan G

Today's Date: _____

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HRD/InfosysBPM/1001504075 December 21, 2022

Mr. Chandan Kumar
#89, 2nd Main, 2nd Cross,
BTM,
Bangalore 560029
India

STRICTLY PRIVATE & CONFIDENTIAL

Dear Chandan Kumar,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Company"), we are pleased to make you an offer of employment with the Company on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

You will devote the whole of your time and attention to the business of the Company and comply with the rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Company in all matters and will observe the utmost good faith towards the Company and keep secret all information, which you may obtain with regard to the business and affairs of the Company.

a) Role	: Process Executive
b) Role designation	: Assistant Accountant
c) Job Level	: 2A
d) Date of Joining	: 23-December-2022
e) Location of posting	: BANGALORE, KARNATAKA, India
f) Gross salary per month	: Rs 27084/-

Please refer to the Appendices to this letter for details of your CTC and other allowances.

1. Voice and Shift Allowances

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

a) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

b) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 3.

All allowances are payable as per the policies of the Company, which are subject to change from time to time

2. Joining Bonus

You will be paid a joining bonus of Rs.1000 with your 2nd month's salary.

3. Submission of documents

You are required to submit originals and two photocopies of the following documents on the date of joining the Company. In case of any discrepancy found in the documents/details furnished, the company reserves the right to revoke the offer letter/terminate your employment without any prior notice or notice period.

Sl. No.	Document	Details
1	10th standard marks card*	Mandatory
2	12th Standard marks card*	Mandatory
3	Marks cards for all the years of graduation, degree, diploma certificate*	Mandatory
4	Relieving Letter from all organizations worked*	Mandatory
5	Passport size photographs*	6 (mandatory)
6	Diploma marks cards* and certificate(if applicable)	6 (mandatory)
7	Professional Qualification marks cards* and certificate (if applicable)	Mandatory
8	Post graduate mark cards* and certificate (if applicable)	Mandatory
9	NSR registration number or ITPIN number or web registration number	Mandatory
10	Passport**	Optional
11	Driving License	Optional
12	Passport/Driving License/PAN Card/Voters ID	Mandatory
13	Aadhar Card***	Mandatory

*Failure to produce the document on the date of joining will entail suitable action by the Organization including withdrawal of employment offer & termination of employment. Originals of the above documents that you have submitted will be returned to you post verification. Under situations where the employee works for a client which needs the employee to furnish details on his past employments, the same will need to be provided.

**The Company reserves the right to initiate background verification (BGV) for all employees.
***Certain statutory regulations relating to employment processes (including but not limited to enrolment to Employee's Provident Fund Scheme) mandate the employer to produce Aadhar card details of its employees. For this purpose, all employees are required to produce their Aadhar card details to the Company prior to or at the time of joining the Company.

4. Background Verification

The Company may, in its sole discretion conduct background checks, prior to or after your date of joining the Company, including but not limited to, for the purpose of validating your identity, your suitability to the concerned employment, the address provided by you, the education details provided by you, the details of your prior work experience (if any) and criminal checks. You expressly consent to, the Company conducting such background checks. In this connection, you are required to furnish the documents as mentioned in the section titled as 'Submission of Documents' in this Offer Letter and the Company reserves the right to seek further documents in addition to the documents listed in the said section to substantiate the details you have provided to the Company.

If the Company is not satisfied with the outcome of the background checks and/or any concerns are raised in a background check, attributable to, false information or mis-statement or misrepresentations or omission of facts in the details provided by you, 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.

5. National Skills Registry

The Company has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service & quality and in order to do this, we have maintained a strong focus on compliance. NASSCOM, the premier industry Organization has conceived the "National Skills Registry" that promises more effective information security standards. It aims to register employees working in our industry on a web enabled database and uniquely identify each industry person based on bio-metrics. You are required to complete your web registration with National Skills Registry before you join the Company. You will also have to produce the proof of registration when you join the Company. Failure to produce the proof of registration as acceptable to the Company on the date of joining may entail in the withdrawal of this Letter of offer and no rights shall arise/ be enforceable by you under this Letter of offer. The cost of your registration with National Skills Registry and the subsequent verification of your database by Nasscom's empaneled background checkers will have to be borne by you. For more information on national skills registry, please visit www.nationalskillsregistry.com.

6. Relocation benefits

As per the Company's policies you will be entitled to relocation benefits at the time of joining the Company. The Company will reimburse the relocation expenses incurred by you on actuals, provided you submit to the Company the receipts/invoices evidencing those expenses. The relocation benefits will be recovered from you, in case you choose to leave your employment within 180 days of your joining the Company.

7. Transfer/Secondment

Please refer to the 1 page of this Offer of employment for your location of posting. However, you can be transferred/seconded to any of the Company's units/departments or affiliate entities/partners situated anywhere in India or abroad. The terms and conditions relating to transfer/secondment shall be as stated in the relevant documents executed at the time of such secondment/transfer.

8. Probation Period

You will be on probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. Probation can be extended for a further period at the sole discretion of the Company.

Please note that as per the Company's policies, all confirmations take place only on the 1st working day of a month. If the date of joining of an employee falls between the 1st and 15th day (both days inclusive) of a month, then the employee would be confirmed effective the 1st day of the 7th month from his/her date of joining subject to fulfillment of all criteria related to confirmation. If the date of joining of an employee falls between the 16th and the last day (both days inclusive) of a month, then the employee would be confirmed on the 1st day of the 8 month subject to fulfillment of all criteria related to confirmation.
During your probationary period, the Company can dispense with your services without ascribing any reasons on giving you 30 calendar day's prior notice or basic and dearness allowance and basket of allowances in lieu of such notice. Similarly, it will be permissible for you to resign from our services subject to a calendar month's prior notice of your intention to do so, however, the Company may, at its discretion, dispense with such notice and ask you to pay basic and dearness allowance and basket of allowances in lieu of notice. It is expressly understood and agreed between us that neither party will have cause for complaint if the other party wishes to take advantage of this right of termination.

If you are considered satisfactory in all aspects, your employment will be confirmed on the expiry of your probationary period.

9. Notice Period

As an employee of the Company, you will be required to give either (a) 30 calendar days' notice or (b) one month's salary in lieu thereof, in case you decide to leave our services. Please note that acceptance of payment in lieu of notice period and the issue of the relieving order is at the Company's discretion. Similarly, the Company can terminate your services by giving 30 calendar days' notice or salary in lieu thereof, at the Company's sole discretion.

Notwithstanding the above, in the event of your violation of the Code of Conduct and the Disciplinary policy of the Company, the Company can terminate your services by giving you up to 30 calendar days' notice or payment of salary in lieu thereof.

"Salary" for the purposes of this section will be basic and dearness allowance and basket of allowances.

10. Training Period and Process

Upon joining the Company, you may be required to undergo training programs-as stipulated by the organization. Upon successful completion of a training program, which includes scoring the minimum stipulated grades or passing the assessment and certification process as mandated for the process and the client, you may be assigned to a process team at Organization's sole discretion. Upon failure to complete requisite assessments and certifications, the Company is free to take suitable action as it deems fit which can include termination of your employment.

11. Organizational Rules

You will familiarize with and adhere to the Organization's Rules and Regulations in force and as modified by the Organization from time to time. You shall execute such agreements/bonds as required by the Organization. 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 requires you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

12. Personal taxation

Your salary and the perquisites are subject to income tax as per Indian Tax Laws and all personal taxation will have to be deducted at source as per the laws applicable from time to time and the Company does not accept any responsibility for its accuracy.

13. Termination of employment

Your services with the Company may be terminated by either party upon giving a written notice of 30 calendar days notice or salary in lieu of such notice.

The Company may also terminate your services, should you be absent from work or incapacitated from properly performing your duties owing to ill health or accident for a period of 30 days, by giving you 15 days' notice in writing of its intention to do so. Further the Company reserves the right to terminate the service for your failure to pass the Company's-requisite assessments and certifications as applicable.

You are liable to be summarily dismissed should you be guilty of breach of this appointment, insobriety, addiction to drugs, dishonesty, disobedience, neglect of duty or any other misconduct under the Company's service rules which is detrimental to the business or interests of the Company.

14. Other Terms & Conditions

a) You agree not to undertake employment, whether full-time or part-time, as the Director/Partner/member/employee of any other company/entity engaged in any form of business activity without the consent of the Company. 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 sole discretion of the Company.

b) All or any of the privilege and benefits extended can be altered or withdrawn by the Company at any time.

c) You will be governed by the schemes relating to personal accident, medical insurance and transport facilities in accordance with company regulations, as changed from time to time.

d) You will be governed by the rules and regulations of the company as applicable to your category of employees, which may change from time to time.

e) Validity of this letter would be 7 days from the offer. The offer will be void if not accepted within 7 days of issuance. Your employment is also contingent upon your starting work with the Infosys BPM as per the joining date mentioned.

In token of your acceptance of this offer, kindly sign and return a copy at the earliest to:

Mr. Dependra Mathur
SVP - Head Human Resource Development - BPM
Infosys BPM Ltd,
Building 48, 4th Floor, Section 1,
Electronic City, Hosur Road,
Bangalore -560100

We welcome you to the Infosys BPM family and wish you a rewarding career over the years to come.
Yours sincerely,

Dependra Mathur
SVP - Head Human Resource Development - BPM

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:_____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Please carry this letter with you as you would have to produce the same to the security personnel for entry into the premises of the Company. Also, please carry with you a photo identity card and address proof that you have (Passport, Driving License, Voters ID card etc.) which would have to be produced at the time of joining. Failure to produce the documents as stated in original, this Offer of employment shall deemed to be cancelled and withdrawn and no rights shall arise or enforceable by you under this Letter of Offer.

APPENDIX 1

COMPENSATION DETAILS	
Name	**Mr. Chandan Kumar A M**
Role Designation	**Assistant Accountant**
Job Level	**2A**
Date of Joining	**23-December-2022**
Location of Posting	**BANGALORE, KARNATAKA, India**

Fixed Components	**Amount in INR per month**
Basic	13,900
Fixed Dearness Allowance (FDA)	1,100
Basket of Allowances (BOA)*	6,566
Sub Total 1	21,566
Statutory Components	
Company Contribution to Provident Fund	1,800
Gratuity	722
Bonus	2,996
Sub Total 2	5,518
Gross Salary per month - Sub Total 1+2	**27,084**
Total Annual CTC	**325,008**

Over and above the gross salary mentioned above you will be eligible to the following allowances provided you satisfy the conditions as laid down in Clause 1 of this letter

Voice Allowance (paid monthly on allocation to a voice process)	**Rs 2,500**
Shift Allowance (paid monthly if you are working in night shift)	**As applicable**

*Basket of Allowances (BOA) comprises of HRA, LTA, Medical, Children's Education and Conveyance to be split according to an individual's tax plan.

ESI (Employee's State Insurance) may also be applicable to individual employees as per statutory regulations. If ESI is applicable, employee will contribute 1.75% of salary as ESI contribution while the Company will contribute 4.75% of salary as ESI contribution. Salary for the purpose of ESI calculation includes Subtotal 1 and Bonus.

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, 1972 including but not limited to the minimum service periods set forth therein

Offered by:	Candidate:	SAP data provided by:	SAP data updated by:
21-12-2022	Date:_____, 20_____	Date:_____, 20_____	Date:_____, 20_____
Sign your name Shivam Dixit	Sign your name Chandan Kumar A M	Sign your name	Sign your name
Print your name	Print your name	Print your name	Print your name
9058921 HRD			
Emp No. Dept. Name		Emp No. Dept. Name	Emp No. Dept. Name

APPENDIX 9

Deductions*

Deduction	Description	Month of Deduction	Approximate Amount
Mysore Accommodation	Accommodation provided in Mysore during the training period will be charged	13th /14th month from joining	Up to Rs. 133/day*
Transport* (based on location)	The transport rates depend on the distance travelled	Monthly	Rs. 250* - Rs. 1085*

*The amounts mentioned above are indicative and may vary based on location of posting.
**The above amounts are subject to change.
*The first deduction mentioned above will be made in the 13th /14th month from joining. In case you leave the company before that, this amount will be deducted from your Full & Final Settlement.

APPENDIX

Shift Definition			
In Time	Total Hours	Out Time	Shift
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4:30 PM	9:15	1:45 AM	2
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6:30 PM	9:15	3:45 AM	3
7:00 PM	9:15	4:15 AM	3
7:30 PM	9:15	4:45 AM	3
8:00 PM	9:15	5:15 AM	3
8:30 PM	9:15	5:45 AM	3
9:00 PM	9:15	6:15 AM	3
9:30 PM	9:15	6:45 AM	3
10:00 PM	9:15	7:15 AM	3
10:30 PM	9:15	7:45 AM	3
11:00 PM	9:15	8:15 AM	3
11:30 PM	9:15	8:45 AM	3
12:00 AM	9:15	9:15 AM	3
12:30 AM	9:15	9:45 AM	3
1:00 AM	9:15	10:15 AM	3
1:30 AM	9:15	10:45 AM	3
2:00 AM	9:15	11:15 AM	3
Shift 4 - From 2:30 AM - 5:30 AM			
2:30 AM	9:15	11:45 AM	4
3:00 AM	9:15	12:15 PM	4
3:30 AM	9:15	12:45 PM	4
4:00 AM	9:15	1:15 PM	4
4:30 AM	9:15	1:45 PM	4
5:00 AM	9:15	2:15 PM	4
5:30 AM	9:15	2:45 PM	4
Shift 1 - After 5:31 AM (anytime swipe after 5:31)			
6:00 AM	9:15	3:15 PM	1
6:29 AM	9:15	3:44 PM	1
Shift 1-After 12:30 PM- 2:30 PM			
12:30 PM	9:15	9:45 PM	1
1:00 PM	9:15	10:15 PM	1
1:30 PM	9:15	10:45 PM	1
2:00 PM	9:15	11:15 PM	1
2:00 PM - 2:29 PM			1
Shift 0-After 6:30 AM (any time after 6:30 AM)			
6:30 AM	9:15	3:45 PM	0
7:00 AM	9:15	4:15 PM	0
7:30 AM	9:15	4:45 PM	0
8:00 AM	9:15	5:15 PM	0
8:30 AM	9:15	5:45 PM	0
9:00 AM	9:15	6:15 PM	0
9:30 AM	9:15	6:45 PM	0
10:00 AM	9:15	7:15 PM	0
10:30 AM	9:15	7:45 PM	0
11:00 AM	9:15	8:15 PM	0
11:30 AM	9:15	8:45 PM	0
12:00 PM	9:15	9:15 PM	0
12:29 PM	9:15	9:44 PM	0

Shift Allowance Payout Scenarios

(Optional: Shift Allowance cycle is from 1st - 30th /31st of the previous month)

Shift 0:

Refer appendix above for timings, this shift is not eligible for any allowance.

Shift 1:

Refer appendix above for timings, this is eligible for an allowance of 600/- per month.

Shift 2:

Refer appendix above for timings, this is eligible for an allowance of 1,500/- per month.

Shift 3:

Refer appendix above for timings, this is eligible for an allowance of 2,000/- per month.

Shift 4:

Refer appendix above for timings, this is eligible for an allowance of 2,300/- per month

APPENDIX 4

ADDENDUM TO EMPLOYMENT LETTER

I,_____do hereby acknowledge and confirm the following:
(1) I am accepting employment with Infosys BPM Limited ("Infosys BPM"), with the employee number_____effective from_____Now, as per the presents below, I agree to the terms herein, and acknowledge that this is a material condition of my employment with Infosys BPM.

(2) I may be required, on behalf of Infosys BPM, to provide services to, or solicit business from, various clients of Infosys BPM (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys BPM for any reason, I will not:

a.accept any offer of employment from any Customer, where I had worked in an official capacity with that customer in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM;

b.accept any offer of employment from a Named Competitor of Infosys BPM, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM.

For the purposes of this Addendum,"Named Competitor" shall mean the following entities and their wholly owned subsidiaries:

i.Tech Mahindra Limited
ii.Genpact Limited
iii.WNS Limited
iv.Tata Consultancy Services Limited
v.Accenture Limited
vi.International Business Machine Corporation
vii.Cognizant Technology Solutions
viii.Wipro Ltd
ix.HCL Limited

Place: Employee Signature:

Date: Employee Name:

Employee Number:

Acknowledged by Infosys BPM Limited:

HRD/InfosysBPM/1001504075 December 21, 2022

Mr. Nikhil H Rao
#98, 2nd Main, 2nd Cross,
Gnanabhara,
Bangalore 560056
India

STRICTLY PRIVATE & CONFIDENTIAL

Dear Nikhil H Rao,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Company"), we are pleased to make you an offer of employment with the Company on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

You will devote the whole of your time and attention to the business of the Company and comply with the rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Company in all matters and will observe the utmost good faith towards the Company and keep secret all information, which you may obtain with regard to the business and affairs of the Company.

a) Role	: Process Executive
b) Role designation	: Assistant Accountant
c) Job Level	: 2A
d) Date of Joining	: 23-December-2022
e) Location of posting	: BANGALORE, KARNATAKA, India
f) Gross salary per month	: Rs 27084/-

Please refer to the Appendices to this letter for details of your CTC and other allowances.

1. Voice and Shift Allowances

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

a) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

b) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 3.

All allowances are payable as per the policies of the Company, which are subject to change from time to time

2. Joining Bonus

You will be paid a joining bonus of Rs.1000 with your 2nd month's salary.

3. Submission of documents

You are required to submit originals and two photocopies of the following documents on the date of joining the Company. In case of any discrepancy found in the documents/details furnished, the company reserves the right to revoke the offer letter/terminate your employment without any prior notice or notice period.

Sl. No.	Document	Details
1	10th standard marks card*	Mandatory
2	12th Standard marks card*	Mandatory
3	Marks cards for all the years of graduation, degree, diploma certificate*	Mandatory
4	Relieving Letter from all organizations worked*	Mandatory
5	Passport size photographs*	6 (mandatory)
6	Diploma marks cards* and certificate(if applicable)	6 (mandatory)
7	Professional Qualification marks cards* and certificate (if applicable)	Mandatory
8	Post graduate mark cards* and certificate (if applicable)	Mandatory
9	NSR registration number or ITPIN number or web registration number	Mandatory
10	Passport**	Optional
11	Driving License	Optional
12	Passport/Driving License/PAN Card/Voters ID	Mandatory
13	Aadhar Card***	Mandatory

*Failure to produce the document on the date of joining will entail suitable action by the Organization including withdrawal of employment offer & termination of employment. Originals of the above documents that you have submitted will be returned to you post verification. Under situations where the employee works for a client which needs the employee to furnish details on his past employments, thesame will need to be provided.

**The Company reserves the right to initiate background verification (BGV) for all employees.
***Certain statutory regulations relating to employment processes (including but not limited to enrolment to Employee's Provident Fund Scheme) mandate the employer to produce Aadhar card details of its employees. For this purpose, all employees are required to produce their Aadhar card details to the Company prior to or at the time of joining the Company.

4. Background Verification

The Company may, in its sole discretion conduct background checks, prior to or after your date of joining the Company, including but not limited to, for the purpose of validating your identity, your suitability to the concerned employment, the address provided by you, the education details provided by you, the details of your prior work experience (if any) and criminal checks. You expressly consent to, the Company conducting such background checks. In this connection, you are required to furnish the documents as mentioned in the section titled as 'Submission of Documents' in this Offer Letter and the Company reserves the right to seek further documents in addition to the documents listed in the said section to substantiate the details you have provided to the Company.

If the Company is not satisfied with the outcome of the background checks and/or any concerns are raised in a background check, attributable to, false information or mis-statement or misrepresentations or omission of facts in the details provided by you, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limitedto termination of your employment.

5. National Skills Registry

The Company has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service & quality and in order to do this, we have maintained a strong focus on compliance. NASSCOM, the premier industry Organization has conceived the "National Skills Registry" that promises more effective information security standards. It aims to register employees working in our industry on a web enabled database and uniquely identify each industry person based on bio-metrics. You are required to complete your web registration with National Skills Registry before you join the Company. You will also have to produce the proof of registration when you join the Company. Failure to produce the proof of registration as acceptable to the Company on the date of joining may entail in the withdrawal of this Letter of offer and no rights shall arise/ be enforceable by you under this Letter of offer. The cost of your registration with National Skills Registry and the subsequent verification of your database by Nasscom's empaneled background checkers will have to be borne by you. For more information on national skills registry, please visit www.nationalskillsregistry.com.

6. Relocation benefits

As per the Company's policies you will be entitled to relocation benefits at the time of joining the Company. The Company will reimburse the relocation expenses incurred by you on actuals, provided you submit to the Company the receipts/invoices evidencing those expenses. The relocation benefits will be recovered from you, in case you choose to leave your employment within 180 days of your joining the Company.

7. Transfer/Secondment

Please refer to the 1 page of this Offer of employment for your location of posting. However, you can be transferred/seconded to any of the Company's units/departments or affiliate entities/partners situated anywhere in India or abroad. The terms and conditions relating to transfer/secondment shall be as stated in the relevant documents executed at the time of such secondment/transfer.

8. Probation Period

You will be on probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. Probation can be extended for a further period at the sole discretion of the Company.

Please note that as per the Company's policies, all confirmations take place only on the 1st working day of a month. If the date of joining of an employee falls between the 1st and 15th day (both days inclusive) of a month, then the employee would be confirmed effective the 1st day of the 7th month from his/her date of joining subject to fulfillment of all criteria related to confirmation. If the date of joining of an employee falls between the 16th and the last day (both days inclusive) of a month, then the employee would be confirmed on the 1st day of the 8 month subject to fulfillment of all criteria related to confirmation.
During your probationary period, the Company can dispense with your services without ascribing any reasons on giving you 30 calendar day's prior notice or basic and dearness allowance and basket of allowances in lieu of such notice. Similarly, it will be permissible for you to resign from our services subject to a calendar month's prior notice of your intention to do so, however, the Company may, at its discretion, dispense with such notice and ask you to pay basic and dearness allowance and basket of allowances in lieu of notice. It is expressly understood and agreed between us that neither party will have cause for complaint if the other party wishes to take advantage of this right of termination.

If you are considered satisfactory in all aspects, your employment will be confirmed on the expiry of your probationary period.

9. Notice Period

As an employee of the Company, you will be required to give either (a) 30 calendar days' notice or (b) one month's salary in lieu thereof, in case you decide to leave our services. Please note that acceptance of payment in lieu of notice period and the issue of the relieving order is at the Company's discretion. Similarly, the Company can terminate your services by giving 30 calendar days' notice or salary in lieu thereof, at the Company's sole discretion.

Notwithstanding the above, in the event of your violation of the Code of Conduct and the Disciplinary policy of the Company, the Company can terminate your services by giving you up to 30 calendar days' notice or payment of salary in lieu thereof.

"Salary" for the purposes of this section will be basic and dearness allowance and basket of allowances.

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The Company may also terminate your services, should you be absent from work or incapacitated from properly performing your duties owing to ill health or accident for a period of 30 days, by giving you 15 days' notice in writing of its intention to do so. Further the Company reserves the right to terminate the service for your failure to pass the Company's-requisite assessments and certifications as applicable.

You are liable to be summarily dismissed should you be guilty of breach of this appointment, insobriety, addiction to drugs, dishonesty, disobedience, neglect of duty or any other misconduct under the Company's service rules which is detrimental to the business or interests of the Company.

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a) You agree not to undertake employment, whether full-time or part-time, as the Director/Partner/member/employee of any other company/entity engaged in any form of business activity without the consent of the Company. 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 sole discretion of the Company.

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Mr. Dependra Mathur
SVP - Head Human Resource Development - BPM
Infosys BPM Ltd,
Building 48, 4th Floor, Section 1,
Electronic City, Hosur Road,
Bangalore -560100

We welcome you to the Infosys BPM family and wish you a rewarding career over the years to come.
Yours sincerely,

Dependra Mathur
SVP - Head Human Resource Development - BPM

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:_____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Please carry this letter with you as you would have to produce the same to the security personnel for entry into the premises of the Company. Also, please carry with you a photo identity card and address proof that you have (Passport, Driving License, Voters ID card etc.) which would have to be produced at the time of joining. Failure to produce the documents as stated in original, this Offer of employment shall deemed to be cancelled and withdrawn and no rights shall arise or enforceable by you under this Letter of Offer.

APPENDIX 1

COMPENSATION DETAILS	
Name	**Mr. Chandan Kumar A M**
Role Designation	**Assistant Accountant**
Job Level	**2A**
Date of Joining	**23-December-2022**
Location of Posting	**BANGALORE, KARNATAKA, India**

Fixed Components	**Amount in INR per month**
Basic	13,900
Fixed Dearness Allowance (FDA)	1,100
Basket of Allowances (BOA)*	6,566
Sub Total 1	21,566
Statutory Components	
Company Contribution to Provident Fund	1,800
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Gross Salary per month - Sub Total 1+2	**27,084**
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Over and above the gross salary mentioned above you will be eligible to the following allowances provided you satisfy the conditions as laid down in Clause 1 of this letter

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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, 1972 including but not limited to the minimum service periods set forth therein

Offered by:	Candidate:	SAP data provided by:	SAP data updated by:
21-12-2022	Date:_____, 20_____	Date:_____, 20_____	Date:_____, 20_____
Sign your name Shivam Dixit	Sign your name Chandan Kumar A M	Sign your name	Sign your name
Print your name	Print your name	Print your name	Print your name
9058921 HRD			
Emp No. Dept. Name		Emp No. Dept. Name	Emp No. Dept. Name

Signature

APPENDIX 9

Deductions*

Deduction	Description	Month of Deduction	Approximate Amount
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**The above amounts are subject to change.
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8:30 PM	9:15	5:45 AM	3
9:00 PM	9:15	6:15 AM	3
9:30 PM	9:15	6:45 AM	3
10:00 PM	9:15	7:15 AM	3
10:30 PM	9:15	7:45 AM	3
11:00 PM	9:15	8:15 AM	3
11:30 PM	9:15	8:45 AM	3
12:00 AM	9:15	9:15 AM	3
12:30 AM	9:15	9:45 AM	3
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4:30 AM	9:15	1:45 PM	4
5:00 AM	9:15	2:15 PM	4
5:30 AM	9:15	2:45 PM	4
Shift 1 - After 5:31 AM (anytime swipe after 5:31)			
6:00 AM	9:15	3:15 PM	1
6:29 AM	9:15	3:44 PM	1
Shift 1-After 12:30 PM- 2:30 PM			
12:30 PM	9:15	9:45 PM	1
1:00 PM	9:15	10:15 PM	1
1:30 PM	9:15	10:45 PM	1
2:00 PM	9:15	11:15 PM	1
2:00 PM - 2:29 PM			1
Shift 0-After 6:30 AM (any time after 6:30 AM)			
6:30 AM	9:15	3:45 PM	0
7:00 AM	9:15	4:15 PM	0
7:30 AM	9:15	4:45 PM	0
8:00 AM	9:15	5:15 PM	0
8:30 AM	9:15	5:45 PM	0
9:00 AM	9:15	6:15 PM	0
9:30 AM	9:15	6:45 PM	0
10:00 AM	9:15	7:15 PM	0
10:30 AM	9:15	7:45 PM	0
11:00 AM	9:15	8:15 PM	0
11:30 AM	9:15	8:45 PM	0
12:00 PM	9:15	9:15 PM	0
12:29 PM	9:15	9:44 PM	0

Shift Allowance Payout Scenarios

(Optional: Shift Allowance cycle is from 1st - 30th /31st of the previous month)

Shift 0:

Refer appendix above for timings, this shift is not eligible for any allowance.

Shift 1:

Refer appendix above for timings, this is eligible for an allowance of 600/- per month.

Shift 2:

Refer appendix above for timings, this is eligible for an allowance of 1,500/- per month.

Shift 3:

Refer appendix above for timings, this is eligible for an allowance of 2,000/- per month.

Shift 4:

Refer appendix above for timings, this is eligible for an allowance of 2,300/- per month

APPENDIX 4

ADDENDUM TO EMPLOYMENT LETTER

I,_____do hereby acknowledge and confirm the following:
(1) I am accepting employment with Infosys BPM Limited ("Infosys BPM"), with the employee number_____effective from_____Now, as per the presents below, I agree to the terms herein, and acknowledge that this is a material condition of my employment with Infosys BPM.

(2) I may be required, on behalf of Infosys BPM, to provide services to, or solicit business from, various clients of Infosys BPM (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys BPM for any reason, I will not:

a.accept any offer of employment from any Customer, where I had worked in an official capacity with that customer in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM;

b.accept any offer of employment from a Named Competitor of Infosys BPM, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys BPM.

For the purposes of this Addendum,"Named Competitor" shall mean the following entities and their wholly owned subsidiaries:

i.Tech Mahindra Limited
ii.Genpact Limited
iii.WNS Limited
iv.Tata Consultancy Services Limited
v.Accenture Limited
vi.International Business Machine Corporation
vii.Cognizant Technology Solutions
viii.Wipro Ltd
ix.HCL Limited

Place: Employee Signature:

Date: Employee Name:

Employee Number:

Acknowledged by Infosys BPM Limited:

EMPLOYMENT OFFER LETTER

20 October, 2020

Anushil Chaurasia
C-304,
J.P. Nagar, 6th Phase, Bangalore,
Karnataka. 560078

Dear Anushil Chaurasia,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

A. Your current designation will be of a "Sales Associate".

B. You will be required to report at the Company premises in Bangalore.

C. Your all-inclusive annual target compensation (on a cost to company basis) will be **3,10,996/-/- per annum** (Rupees Three Lakhs Ten Thousand Nine Hundred Ninety-Six Only) which would compromise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation will be paid on a monthly basis. The company may deduct tax at source at the time of making payment.
The break-down of your annual target compensation is given in Exhibit 2.

D. Performance Review – You will be eligible to participate in the Company's performance review process based on the company policy on a quarterly basis. You will be considered for appraisal bi-annually based on your performance.

E. Conditions of Hire –

1. Your employment with the company will be based on the following pre-conditions –
   - You will submit the relevant documents as mandated by the Company.
   - You represent that the acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
   - You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which may adversely affect your ability to perform your duties and/or upon the Company.
   - Your background verification check (which may include criminal check, reference check, address verification, education check, etc.).

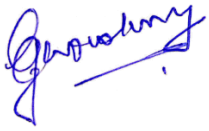
2. Your employment is based on the information provided by you to the Company including declarations and undertakings. If at any time during your employment the Company discovers that you have furnished any false, fake or forged information, the Company reserves the right to take Disciplinary action against you, including but limited to, the termination of your employment.

F. Your employment with the Company will also be governed by the Terms and Conditions provided in Exhibit 1 attached hereto.

We at STARTUPSHIVE 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. We value your abilities and believe it can provide you with an atmosphere in which you can grow your professional talents.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication of this document to us within 5 working day from the date of this letter. The offer will lapse if the Company does not receive a response in the given time.

STARTUPSHIVE



Gourav Choudhury

(Founder and CEO)

ACCEPTANCE

I have read and understood the contents of this Employment Offer and Exhibits hereto and accept all the Terms and Conditions of this Letter in its totality.

This letter supercedes all previous agreements between the parties in relation to the subject matter whether written or oral. I conform that I am not breaching any terms or provisions of any other Agreement.

SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

EXHIBIT 1 – TERMS AND CONDITIONS OF EMPLOYMENT

1. You hereby agree to be liable for the following terms and conditions -
   - Fully perform the services, in a professional manner, at OFFICE PREMISES until the completion of the term of the work assignment.
   - 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.
   - Not engage in any conduct which is detrimental to the interest of the Client or STARTUPSHIVE.
   - Not receive any payments of any nature directly or indirectly from the Client unless agreed to by STARTUPSHIVE.
   - 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 STARTUPSHIVE.
   - 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 to effectively undertakethe work.
   - Report and be present at the designated location during the working hours mentioned herein and abideby the rules and regulations as required by the Client.

2. You agree to defend, indemnify and hold STARTUPSHIVE or the Client harmless from all claims, damages, liability, attorney's fees, and expenses on account of your failure to perform any of your obligations under this Employment Letter or for any misconduct or violation of any law.

3. Multiple Employments would not be entertained as it is out of our Service contract policies.

4. If required Company assets will be provided to the employees. In case of damage to any of our company assets like laptop, mobile, earphones etc. will lead to deductions from salary.

5. Incentives or money Exclusion of salary will be credited to the respective employees in the following months, and it would be approved by the respective reporting manager or HR.

6. Salary Hold - In Case Employees cannot meet the targets or requirements of the organization for consecutive 2 months, the employee will be paid only the basic salary for the second month.

7. Termination –
   - All employees must give a prior Notice of 45 days before leaving the organization. (Emergencies are exceptional).
   - In case any employee is not willing to serve the notice period, the employee must pay the buyout which is equal to two months' salary.
   - Any Employees with Behavioral callouts will be subject to termination.
   - Any Kind of Data breaching would lead to termination of employment and Legal Action will be taken.

8. Rehire Policy: In case any employee serving the cooling period wants to be rehired, the employee must wait for a cooling period of 2 months. (The employee must have the reporting manager or HR's approval in the event of rehire.)

STARTUPSHIVE

EXHIBIT 2 – SALARY BREAK DOWN

PARTICULARS	MONTHLY	YEARLY	Grand Total
Basic Salary	8,542	1,02,504	
Housing Rent Allowance	3,416	40,992	
Dearness Allowance	1,708	20,496	
Statutory Bonus	1,367	16,404	
Gross Salary (A)	15,033	1,80,396	
Deductions (B)			
Employee Provident Fund (Employee +Employer)	1025+1025	12,300+12,300	
Variable Component (C)			
Productivity Bonus	4,000	48,000	
Efficiency Bonus	3,000	36,000	
Revenue Bonus	1,000	12,000	
Retention Bonus		10,000	
Total CTC (A+B+C)			3,10,996

* Income tax deductions, if applicable, will be as per the Income Tax Act, 1961.
* You will be entitled to an employer's contribution of Provident fund to the extent of 1800 or 12% of your basicsalary whichever is less.

EXHIBIT 3 – SERVICE CONTRACT MANUAL

1. Leaves and Attendances

   Employees are supposed to mark entries for all working days in a month. If any date entry is left BLANK, or any time off is mentioned without Reporting managers or HR approval will NOT be accepted.

2. Holidays/Leaves (Per Annum)

   - Casual Leaves – 12 days of Casual leaves provided every year, can be opted anytime, if they are not used will be encashed during the end of financial year or can be carried forward to the next year.
   - Optional Leaves – 4 days in a year.
   - Week Offs –1.5 days in a week
   - Comp Off – Basis Manager approval, if an employee is working extra hours than his/ her office hours or on holidays in specific, they can get a reimbursement for the same in cash or they can take a leave for the same.
   - Maternity Leaves – 3 months + 1 month work from home (before or after delivery - preferably chosen by the employee herself).
   - Paternity Leaves -2 weeks after birth
   - Sabbatical leave – if the employee stays for more than 3 years, they can take a sabbatical leave up to 3 months with a pay of upto 50%.
   - Bereavement leave - Loss of any extremely closed loved ones will result in leave up to 7 days.
   - Sick Leave –1.5 sick leave every month (can't be carry forwarded). However, if the employees have proper prescription, then sick leave will be given accordingly. A paid leave for 7 days will be applicable in case of COVID and further work from home till necessary, as approved by Manager.
   - Holiday – Calendar Public Holidays (Independence Day, Republic Day, Gandhi Jayanti, Diwali, Holi, Christmas, Eid-Al-Fitr, etc.)

Any leave outside the provided leaves or any unapproved or uninformed leave will result in loss of pay. Any late reporting for consecutively 2 days will result in half day loss of pay. All the Employees under Service contract have to mark the attendance in the System or Sheet provided to respective employees with the mentioned codes (DS/NS, SAL, SL, CL, H, OH etc.).

3. Referral Amount

   The referral amount will be paid after the completion of 3 months of employment of the referred candidate.

   - For Interns – Rs 1,500/- per referral
   - Permanent Employee – Rs 3,000/- per referral

EMPLOYMENT OFFER LETTER

20 October, 2020

Jasdeep Singh Batra
No 16 1st Main Road,
G.P. Nagar, Bangalore,
Karnataka. 560068

Dear Jasdeep Singh Batra,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

A. Your current designation will be of a "Sales Associate".

B. You will be required to report at the Company premises in Bangalore.

C. Your all-inclusive annual target compensation (on a cost to company basis) will be **3,10,996/-/- per annum** (Rupees Three Lakhs Ten Thousand Nine Hundred Ninety-Six Only) which would compromise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation will be paid on a monthly basis. The company may deduct tax at source at the time of making payment.
The break-down of your annual target compensation is given in Exhibit 2.

D. Performance Review – You will be eligible to participate in the Company's performance review process based on the company policy on a quarterly basis. You will be considered for appraisal bi-annually based on your performance.

E. Conditions of Hire –

1. Your employment with the company will be based on the following pre-conditions –
   - You will submit the relevant documents as mandated by the Company.
   - You represent that the acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
   - You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which may adversely affect your ability to perform your duties and/or upon the Company.
   - Your background verification check (which may include criminal check, reference check, address verification, education check, etc.).

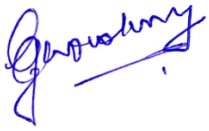
2. Your employment is based on the information provided by you to the Company including declarations and undertakings. If at any time during your employment the Company discovers that you have furnished any false, fake or forged information, the Company reserves the right to take Disciplinary action against you, including but limited to, the termination of your employment.

F. Your employment with the Company will also be governed by the Terms and Conditions provided in Exhibit 1 attached hereto.

We at STARTUPSHIVE 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. We value your abilities and believe it can provide you with an atmosphere in which you can grow your professional talents.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication of this document to us within 5 working day from the date of this letter. The offer will lapse if the Company does not receive a response in the given time.

STARTUPSHIVE



Gourav Choudhury

(Founder and CEO)

ACCEPTANCE

I have read and understood the contents of this Employment Offer and Exhibits hereto and accept all the Terms and Conditions of this Letter in its totality.

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SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

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1. You hereby agree to be liable for the following terms and conditions -
   - Fully perform the services, in a professional manner, at OFFICE PREMISES until the completion of the term of the work assignment.
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   - Not engage in any conduct which is detrimental to the interest of the Client or STARTUPSHIVE.
   - Not receive any payments of any nature directly or indirectly from the Client unless agreed to by STARTUPSHIVE.
   - 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 STARTUPSHIVE.
   - 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 to effectively undertakethe work.
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3. Multiple Employments would not be entertained as it is out of our Service contract policies.

4. If required Company assets will be provided to the employees. In case of damage to any of our company assets like laptop, mobile, earphones etc. will lead to deductions from salary.

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STARTUPSHIVE

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Dearness Allowance	1,708	20,496	
Statutory Bonus	1,367	16,404	
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Productivity Bonus	4,000	48,000	
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Total CTC (A+B+C)			3,10,996

* Income tax deductions, if applicable, will be as per the Income Tax Act, 1961.
* You will be entitled to an employer's contribution of Provident fund to the extent of 1800 or 12% of your basicsalary whichever is less.

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   The referral amount will be paid after the completion of 3 months of employment of the referred candidate.

   - For Interns – Rs 1,500/- per referral
   - Permanent Employee – Rs 3,000/- per referral

STARTUPSHIVE

EMPLOYMENT OFFER LETTER

20 October, 2020

Rahul S N Singh
5 3rd main road ITI Layout,
Bangalore,Karnataka. 560068

Dear Rahul S N Singh,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

A. Your current designation will be of a "Sales Associate".

B. You will be required to report at the Company premises in Bangalore.

C. Your all-inclusive annual target compensation (on a cost to company basis) will be **3,10,996/-/- per annum** (Rupees Three Lakhs Ten Thousand Nine Hundred Ninety-Six Only) which would compromise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation will be paid on a monthly basis. The company may deduct tax at source at the time of making payment.
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STARTUPSHIVE

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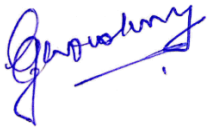

Gourav Choudhury

(Founder and CEO)

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SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

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   - Bereavement leave - Loss of any extremely closed loved ones will result in leave up to 7 days.
   - Sick Leave –1.5 sick leave every month (can't be carry forwarded). However, if the employees have proper prescription, then sick leave will be given accordingly. A paid leave for 7 days will be applicable in case of COVID and further work from home till necessary, as approved by Manager.
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Any leave outside the provided leaves or any unapproved or uninformed leave will result in loss of pay. Any late reporting for consecutively 2 days will result in half day loss of pay. All the Employees under Service contract have to mark the attendance in the System or Sheet provided to respective employees with the mentioned codes (DS/NS, SAL, SL, CL, H, OH etc.).

3. Referral Amount

   The referral amount will be paid after the completion of 3 months of employment of the referred candidate.

   - For Interns – Rs 1,500/- per referral
   - Permanent Employee – Rs 3,000/- per referral

EMPLOYMENT OFFER LETTER

20 October, 2020

Raju K
C-303,
Koramangal, 7th Block,
Bangalore,Karnataka. 560034

Dear Raju K,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

A. Your current designation will be of a "Sales Associate".

B. You will be required to report at the Company premises in Bangalore.

C. Your all-inclusive annual target compensation (on a cost to company basis) will be **3,10,996/-/- per annum** (Rupees Three Lakhs Ten Thousand Nine Hundred Ninety-Six Only) which would compromise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation will be paid on a monthly basis. The company may deduct tax at source at the time of making payment.
The break-down of your annual target compensation is given in Exhibit 2.

D. Performance Review – You will be eligible to participate in the Company's performance review process based on the company policy on a quarterly basis. You will be considered for appraisal bi-annually based on your performance.

E. Conditions of Hire –

1. Your employment with the company will be based on the following pre-conditions –
   - You will submit the relevant documents as mandated by the Company.
   - You represent that the acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
   - You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which may adversely affect your ability to perform your duties and/or upon the Company.
   - Your background verification check (which may include criminal check, reference check, address verification, education check, etc.).

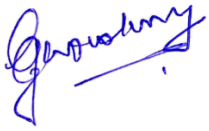
2. Your employment is based on the information provided by you to the Company including declarations and undertakings. If at any time during your employment the Company discovers that you have furnished any false, fake or forged information, the Company reserves the right to take Disciplinary action against you, including but limited to, the termination of your employment.

F. Your employment with the Company will also be governed by the Terms and Conditions provided in Exhibit 1 attached hereto.

We at STARTUPSHIVE 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. We value your abilities and believe it can provide you with an atmosphere in which you can grow your professional talents.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication of this document to us within 5 working day from the date of this letter. The offer will lapse if the Company does not receive a response in the given time.

STARTUPSHIVE



Gourav Choudhury

(Founder and CEO)

ACCEPTANCE

I have read and understood the contents of this Employment Offer and Exhibits hereto and accept all the Terms and Conditions of this Letter in its totality.

This letter supercedes all previous agreements between the parties in relation to the subject matter whether written or oral. I conform that I am not breaching any terms or provisions of any other Agreement.

SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

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1. You hereby agree to be liable for the following terms and conditions -
   - Fully perform the services, in a professional manner, at OFFICE PREMISES until the completion of the term of the work assignment.
   - 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.
   - Not engage in any conduct which is detrimental to the interest of the Client or STARTUPSHIVE.
   - Not receive any payments of any nature directly or indirectly from the Client unless agreed to by STARTUPSHIVE.
   - 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 STARTUPSHIVE.
   - 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 to effectively undertakethe work.
   - Report and be present at the designated location during the working hours mentioned herein and abideby the rules and regulations as required by the Client.

2. You agree to defend, indemnify and hold STARTUPSHIVE or the Client harmless from all claims, damages, liability, attorney's fees, and expenses on account of your failure to perform any of your obligations under this Employment Letter or for any misconduct or violation of any law.

3. Multiple Employments would not be entertained as it is out of our Service contract policies.

4. If required Company assets will be provided to the employees. In case of damage to any of our company assets like laptop, mobile, earphones etc. will lead to deductions from salary.

5. Incentives or money Exclusion of salary will be credited to the respective employees in the following months, and it would be approved by the respective reporting manager or HR.

6. Salary Hold - In Case Employees cannot meet the targets or requirements of the organization for consecutive 2 months, the employee will be paid only the basic salary for the second month.

7. Termination –
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8. Rehire Policy: In case any employee serving the cooling period wants to be rehired, the employee must wait for a cooling period of 2 months. (The employee must have the reporting manager or HR's approval in the event of rehire.)

STARTUPSHIVE

EXHIBIT 2 – SALARY BREAK DOWN

PARTICULARS	MONTHLY	YEARLY	Grand Total
Basic Salary	8,542	1,02,504	
Housing Rent Allowance	3,416	40,992	
Dearness Allowance	1,708	20,496	
Statutory Bonus	1,367	16,404	
Gross Salary (A)	15,033	1,80,396	
Deductions (B)			
Employee Provident Fund (Employee +Employer)	1025+1025	12,300+12,300	
Variable Component (C)			
Productivity Bonus	4,000	48,000	
Efficiency Bonus	3,000	36,000	
Revenue Bonus	1,000	12,000	
Retention Bonus		10,000	
Total CTC (A+B+C)			3,10,996

* Income tax deductions, if applicable, will be as per the Income Tax Act, 1961.
* You will be entitled to an employer's contribution of Provident fund to the extent of 1800 or 12% of your basicsalary whichever is less.

EXHIBIT 3 – SERVICE CONTRACT MANUAL

1. Leaves and Attendances

   Employees are supposed to mark entries for all working days in a month. If any date entry is left BLANK, or any time off is mentioned without Reporting managers or HR approval will NOT be accepted.

2. Holidays/Leaves (Per Annum)

   - Casual Leaves – 12 days of Casual leaves provided every year, can be opted anytime, if they are not used will be encashed during the end of financial year or can be carried forward to the next year.
   - Optional Leaves – 4 days in a year.
   - Week Offs –1.5 days in a week
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3. Referral Amount

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   - For Interns – Rs 1,500/- per referral
   - Permanent Employee – Rs 3,000/- per referral

STARTUPSHIVE

EMPLOYMENT OFFER LETTER

20 October, 2020

Shoaib Khan
Lalbag, 1st Main 8th Cross
Bangalore,Karnataka. 560004

Dear Shoaib Khan,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

A. Your current designation will be of a "Sales Associate".

B. You will be required to report at the Company premises in Bangalore.

C. Your all-inclusive annual target compensation (on a cost to company basis) will be **3,10,996/-/- per annum** (Rupees Three Lakhs Ten Thousand Nine Hundred Ninety-Six Only) which would compromise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation will be paid on a monthly basis. The company may deduct tax at source at the time of making payment.
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D. Performance Review – You will be eligible to participate in the Company's performance review process based on the company policy on a quarterly basis. You will be considered for appraisal bi-annually based on your performance.

E. Conditions of Hire –

1. Your employment with the company will be based on the following pre-conditions –
   - You will submit the relevant documents as mandated by the Company.
   - You represent that the acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
   - You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which may adversely affect your ability to perform your duties and/or upon the Company.
   - Your background verification check (which may include criminal check, reference check, address verification, education check, etc.).

2. Your employment is based on the information provided by you to the Company including declarations and undertakings. If at any time during your employment the Company discovers that you have furnished any false, fake or forged information, the Company reserves the right to take Disciplinary action against you, including but limited to, the termination of your employment.

STARTUPSHIVE

F. Your employment with the Company will also be governed by the Terms and Conditions provided in Exhibit 1 attached hereto.

We at STARTUPSHIVE 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. We value your abilities and believe it can provide you with an atmosphere in which you can grow your professional talents.

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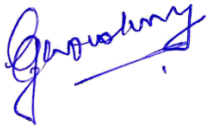
STARTUPSHIVE



Gourav Choudhury

(Founder and CEO)

ACCEPTANCE

I have read and understood the contents of this Employment Offer and Exhibits hereto and accept all the Terms and Conditions of this Letter in its totality.

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SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

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   - Fully perform the services, in a professional manner, at OFFICE PREMISES until the completion of the term of the work assignment.
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STARTUPSHIVE

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* Income tax deductions, if applicable, will be as per the Income Tax Act, 1961.
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   - Permanent Employee – Rs 3,000/- per referral

STARTUPSHIVE

EMPLOYMENT OFFER LETTER

20 October, 2020

Syed Aftab Pasha
Sri Nagar, 1st Main 8th Cross
Bangalore,Karnataka. 560026

Dear Syed Aftab Pasha,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

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STARTUPSHIVE

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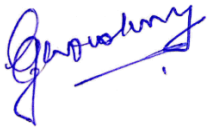

Gourav Choudhury

(Founder and CEO)

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SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

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STARTUPSHIVE

EMPLOYMENT OFFER LETTER

20 October, 2020

Vineeth Gowda
15, 5th Cross, Hanumagiri Nagar,
South Bangalore, Karnataka. 560061

Dear Vineeth Gowda,

Pursuant to our discussion, we are pleased to offer you an employment opportunity with STARTUPSHIVE, Bangalore ("Startupshive" or "Company") starting from 1 November, 2020 (or any such other date that may be communicated to you by the company) and terminate on 1 November, 2021 as per the details given below.

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   - You represent that the acceptance of employment with the Company does not breach any terms/provisions of yourprevious employment agreement or any other agreement to which you are bound.
   - You acknowledge that the Company has offered you employment based on the fact that there are no pending claims,actions, suits or proceedings against you which may adversely affect your ability to perform your duties and/or upon the Company.
   - Your background verification check (which may include criminal check, reference check, address verification, education check, etc.).

2. Your employment is based on the information provided by you to the Company including declarations and undertakings. If at any time during your employment the Company discovers that you have furnished any false, fake or forged information, the Company reserves the right to take Disciplinary action against you, including but limited to, the termination of your employment.

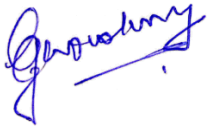
STARTUPSHIVE

F. Your employment with the Companywill also be governed by the Terms and Conditions provided in Exhibit 1 attached hereto.

We at STARTUPSHIVE 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. We value your abilities and believe it can provide you with an atmosphere in which you can grow your professional talents.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication of this document to us within 5 working day from the date of this letter. The offer will lapse if the Company does not receive a response in the given time.

STARTUPSHIVE



Gourav Choudhury

(Founder and CEO)

ACCEPTANCE

I have read and understood the contents of this Employment Offer and Exhibits hereto and accept all the Terms and Conditions of this Letter in its totality.

This letter supercedes all previous agreements between the parties in relation to the subject matter whether written or oral. I conform that I am not breaching any terms or provisions of any other Agreement.

SIGNATURE -

NAME –

DATE-

STARTUPSHIVE

EXHIBIT 1 – TERMS AND CONDITIONS OF EMPLOYMENT

1. You hereby agree to be liable for the following terms and conditions -
   - Fully perform the services, in a professional manner, at OFFICE PREMISES until the completion of the term of the work assignment.
   - 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.
   - Not engage in any conduct which is detrimental to the interest of the Client or STARTUPSHIVE.
   - Not receive any payments of any nature directly or indirectly from the Client unless agreed to by STARTUPSHIVE.
   - 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 STARTUPSHIVE.
   - 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 to effectively undertakethe work.
   - Report and be present at the designated location during the working hours mentioned herein and abideby the rules and regulations as required by the Client.

2. You agree to defend, indemnify and hold STARTUPSHIVE or the Client harmless from all claims, damages, liability, attorney's fees, and expenses on account of your failure to perform any of your obligations under this Employment Letter or for any misconduct or violation of any law.

3. Multiple Employments would not be entertained as it is out of our Service contract policies.

4. If required Company assets will be provided to the employees. In case of damage to any of our company assets like laptop, mobile, earphones etc. will lead to deductions from salary.

5. Incentives or money Exclusion of salary will be credited to the respective employees in the following months, and it would be approved by the respective reporting manager or HR.

6. Salary Hold - In Case Employees cannot meet the targets or requirements of the organization for consecutive 2 months, the employee will be paid only the basic salary for the second month.

7. Termination –
   - All employees must givea prior Notice of 45 days before leaving the organization. (Emergencies are exceptional).
   - In case any employee is not willing to serve the notice period, the employee must pay the buyout which is equal to two months' salary.
   - Any Employees with Behavioral callouts will be subject to termination.
   - Any Kind of Data breaching would lead to termination of employment and Legal Action will be taken.

8. Rehire Policy: In case any employee serving the cooling period wants to be rehired, the employee must wait for a cooling period of 2 months. (The employee must have the reporting manager or HR's approval in the event of rehire.)

STARTUPSHIVE

EXHIBIT 2 – SALARY BREAK DOWN

PARTICULARS	MONTHLY	YEARLY	Grand Total
Basic Salary	8,542	1,02,504	
Housing Rent Allowance	3,416	40,992	
Dearness Allowance	1,708	20,496	
Statutory Bonus	1,367	16,404	
Gross Salary (A)	15,033	1,80,396	
Deductions (B)			
Employee Provident Fund (Employee +Employer)	1025+1025	12,300+12,300	
Variable Component (C)			
Productivity Bonus	4,000	48,000	
Efficiency Bonus	3,000	36,000	
Revenue Bonus	1,000	12,000	
Retention Bonus		10,000	
Total CTC (A+B+C)			3,10,996

* Income tax deductions, if applicable, will be as per the Income Tax Act, 1961.
* You will be entitled to an employer's contribution of Provident fund to the extent of 1800 or 12% of your basicsalary whichever is less.

EXHIBIT 3 – SERVICE CONTRACT MANUAL

1. Leaves and Attendances

   Employees are supposed to mark entries for all working days in a month. If any date entry is left BLANK, or any time off is mentioned without Reporting managers or HR approval will NOT be accepted.

2. Holidays/Leaves (Per Annum)

   - Casual Leaves – 12 days of Casual leaves provided every year, can be opted anytime, if they are not used will be encashed during the end of financial year or can be carried forward to the next year.
   - Optional Leaves – 4 days in a year.
   - Week Offs –1.5 days in a week
   - Comp Off – Basis Manager approval, if an employee is working extra hours than his/ her office hours or on holidays in specific, they can get a reimbursement for the same in cash or they can take a leave for the same.
   - Maternity Leaves – 3 months + 1 month work from home (before or after delivery - preferably chosen by the employee herself).
   - Paternity Leaves -2 weeks after birth
   - Sabbatical leave – if the employee stays for more than 3 years, they can take a sabbatical leave up to 3 months with a pay of upto 50%.
   - Bereavement leave - Loss of any extremely closed loved ones will result in leave up to 7 days.
   - Sick Leave –1.5 sick leave every month (can't be carry forwarded). However, if the employees have proper prescription, then sick leave will be given accordingly. A paid leave for 7 days will be applicable in case of COVID and further work from home till necessary, as approved by Manager.
   - Holiday – Calendar Public Holidays (Independence Day, Republic Day, Gandhi Jayanti, Diwali, Holi, Christmas, Eid-Al-Fitr, etc.)

Any leave outside the provided leaves or any unapproved or uninformed leave will result in loss of pay. Any late reporting for consecutively 2 days will result in half day loss of pay. All the Employees under Service contract have to mark the attendance in the System or Sheet provided to respective employees with the mentioned codes (DS/NS, SAL, SL, CL, H, OH etc.).

3. Referral Amount

   The referral amount will be paid after the completion of 3 months of employment of the referred candidate.

   - For Interns – Rs 1,500/- per referral
   - Permanent Employee – Rs 3,000/- per referral

BE YOURSELF,
MAKE A DIFFERENCE.

accenture

24-Jun-2022

C6373802

*For Accenture use only

CELINA D CHAKMA
Banglore Kumar Swami Layout Karnataka,560078 560078

Dear CELINA,

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Bengaluru**. This letter will officially confirm your annual total earning potential and terms of your employment.

Job Profile- **Bus Process Delivery Associate**
Management Level- **12**
Sublevel - **2**
Job Family Group- **Business Process Delivery**
Business Deal- **Non Contact Center**

Your annual total cash compensation will be **INR 614800** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

- Annual fixed compensation of **INR 530000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

- Variable Bonus: You will be eligible to participate in the FY22 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB 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 Accenture India and considering the period of leave without pay during the said fiscal year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

Candidate's Signature

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In the event a government body/authority exercising its jurisdiction and statutory powers/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 foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliances. You may belong to this category and your details will be disclosed to these authorities.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note, that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company

You will be expected to work from the office in the location tagged to your role. In the current circumstances you may be allowed to work from home temporarily based on your assigned project. This offer is contingent to the above mentioned agreement.

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 the Company 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, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

CELINA, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **shagun.attri** at **9560432599** should you have anything you would like to discuss further.

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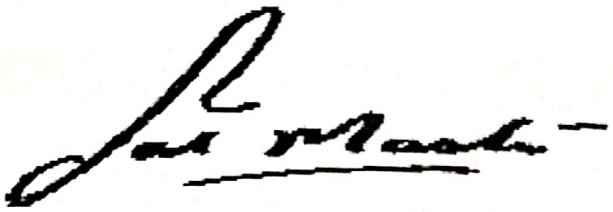
We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,



Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:
CELINA D CHAKNA.
[Insert full legal name]
Date:

Candidate's signature

Candidate's Signature _____

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ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	INR 530000	
(B) Variable Bonus earning potential	Min.	Max.
	0%	16%
Annual Total earning potential (A+B)	Min.	Max.
	INR 530000	INR 614800

(C)#Additional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 8900
Notional Insurance Premium paid by Company	INR 11600

(D)##Additional Discretionary WFH Benefits/Reimbursements	
One-time WFH Assistance reimbursement	INR 18,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(E)Optional opportunity to participate in the Employee Share Purchase Plan	INR 7900 (discount opportunity with an optional investment of 10% of gross pay and no change in share price)
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares at 15% discount on the fair market value	

**Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

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 Statutory Bonus amounts if payable to you. Such Statutory Bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Statutory Bonus will be paid as per Company evaluation process applicable to your management level as per company payroll cycle.

Reference Id: 04f3f1ef-d6af-4056-9980-a541eb1e36ad_2

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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:

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 705,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

a) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

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, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual 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 may be amended from time to time), payable as per the Company policy on your exit

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#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. Kindly refer to those before initiating a purchase. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

- Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

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 above benefits & guidelines.

GST Clause:

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.

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

Candidate's Signature _____

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DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

Celina D. Chakma.

[Insert full legal name]

Date: 29.07.2022.

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25-May-20

Vinay Kumar B
Noida

Dear Vinay,

Subsequent to your successful interview with **Apar Technologies Pvt Ltd**, we are pleased to offer you the position as "**Sales Intern**" in our organization.

You are requested to join us on or **before 1st Jul'20,** failing which this employment offer will stand null & void.

You are requested to carry the below-mentioned documents at the time of joining:

a) All Educational certificates (photocopies).
b) Passport size photographs x 4 copies
c) Documents of proof of residence (Permanent & Current)
d) Pan Card Aadhar Card & Passport copy.

Since, you will be joining the company as a fresher, there will be a training, Internship and Probation Period that you will go through to acquire the right skill sets. The details of the same along with terms and conditions are mentioned in Annexure 1.

As we understand you are still pursuing your Graduation, all the exam leaves during this period will be treated as loss of pay or unpaid leaves.

You will be responsible for performing services for the Company as assigned by the Company's officers and employees who are designated with authority to manage and supervise your work. You are required to comply with all rules, regulations and procedures of the Company. You will be required to provide reports concerning your work activities from time to time as requested. You will refrain from engaging directly or indirectly in any activity or business transaction for yourself or for any other person, whether or not for remuneration, direct or indirect, contingent or otherwise adversely affect the proper discharge of your duties and responsibilities to Apar Technologies Pvt. Ltd.

You shall undertake and agree that you shall not disclose to any unauthorized person, or misuse any information including financial information including processes, data, concepts, ideas, plans, strategies, analysis, surveys, and or proprietary or Client information relating to the past, present or anticipated business of the company, disclosed to you by the company or which becomes known to you in the course of your employment.

We take pleasure in welcoming you to our organization and sincerely hope that your period of employment with us will be long, pleasant and mutually beneficial.

Yours sincerely,
For, Apar Technologies Pvt. Ltd

Pallavi Srivastava
Manager – Human Resources

APAR TECHNOLOGIES PVT. LTD.
Unit 502 & 503, Highway Tower-I, A-13/2, 3,4, Sector-62
Noida-201309, India | Tel: + 91 (120) 6127000

Annexure 1

Name:
Date of Joining:

Compensation & Benefits During your Tenure with Apar Technologies Pvt Ltd							
Level	Designation	Duration	Salary Type	Amount	Travel/Telephone Allowance	Target Based Incentives	Benefits
1	Trainee	2 months	Stipend	INR. 6000/- p.m	Not Eligible	Not Eligible	Not Eligible
2	Internship	4 Months	Stipend	INR. 12,000/- p.m	upto INR. 2500/- based on actuals	Not Eligible	Not Eligible
3	Sales Associate	3 Months	Salary During Probation	INR. 17,500/- p.m	upto INR. 3500/- based on actuals	Not Eligible	PF, Gratuity, Medical Insurance
4	Sales Executive	On Confirmation	Salary On Confirmation	INR. 4,18,848/- p.a	upto INR. 4500/- Based on actuals	INR. 1,00,000	PF, Gratuity, Food Coupons, Medical Insurance
5	Sales Executive	On Appraisal	Salary On Appraisal	INR. 5.17,210/- p.a	Upto INR. 5000/- Based on actuals	INR. 2,00,000	PF, Gratuity, Food Coupons, Medical Insurance

Note:
a) Upon Completion of Two months Training period your position will be upgraded to an intern
b) Upon Completion of Four months Internship period your position will be upgraded to Sales Associate.
c) Upon Completion of Three months Probationary period, you will be a confirmed employee with Apar.
*Kindly note for you to gradually move from one level to another it is mandatory for you to meet expectations on the completion of each level.
**On the completion of your probationary period, your employment is not confirmed automatically unless you are issued a confirmation letter.

Terms & Conditions:

- We will try to depute to your native place. However, based on the availability of the position you may not receive the location of your preference. In either case, Apar will not be responsible for arranging or paying for your Accommodation
- Your performance will be measured every month for the given target; in case you fail to achieve those; Company reserves the right to terminate your employment:
    a. During Internship - Immediately
    b. During Probation Period – 15 days' notice
    c. One Confirmation – One-month notice

I, ... herewith confirm that I have read and understood all of the above-mentioned terms and conditions and have no objection to abide with the same. I understand the implications of everything mentioned herein and agree with the same

Signature:
Name:
Date:

BYJU'S

Offer Letter

Name: Akshay Kumar Jha
Date: Friday, September 11, 2020

Dear Mr. **Akshay Kumar Jha,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Friday, September 18, 2020** . Your work location would be **Indraprastha (Croma Building), Bangalore / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

BBA/BCom (2017-2

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the

Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. **Department, Designation & Reporting Manager:**

Department	: Business Development (51000000)
Designation	: Business Development Trainee - Sales
Reporting Manager	: Rahul Raj (TNL201605108)
Role Location	: Indraprastha (Croma Building), Bangalore / Bangalore
BDT Training Location	: Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. **Cost to the Company:** Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. **Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. **Expense Reimbursement:** In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared

BYJU'S

Offer Letter

Name: Koyal Ghosh
Date: Wednesday, June 10, 2020

Dear Ms. **Koyal Ghosh,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, June 16, 2020** . Your work location would be **Bangalore - Croma / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be

done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. **Department, Designation & Reporting Manager:**

Department	: Business Development (51000000)
Designation	: Business Development Trainee - Sales
Reporting Manager	: Rahul Raj (TNL201605108)
Role Location	: Bangalore - Croma
BDT Training Location	: Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. **Cost to the Company:** Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. **Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. **Expense Reimbursement:** In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

9. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

July 20, 2020

Jeffren Diana

1015/1, 8th Main Road,
6th Cross, BSK 1st Stage,
Karnataka 560050

Dear Jeffren Diana:

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. 3,50,000.

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. 4,00,000 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.

Cerner Healthcare Solutions India Private Limited | Registered Office: Ground Floor, Wing B, Block H2, Mountain Ash, Manyata Embassy Business Park, Nagawara, Bangalore 560 045, India
Phone: +91 80 3301 0400 | Fax: +91 80 3301 0916 | CIN: U72200KA2014FTC130004 | Email: Cerner-india@cerner.com | www.cerner.com

Please acknowledge and electronically accept this Invitation of Employment by July 21, 2020, 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:_____
Jeffren Diana

Today's Date: _____

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July 20, 2020

Venkatesh Prasad

31, 3rd Main Road,
BSK 1st Stage,
Karnataka 560050

Dear Venkatesh Prasad:

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.

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Sincerely,

Eby Mathai
Recruiter

ACCEPTANCE

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Signature:_____
Venkatesh Prasad

Today's Date: _____

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July 20, 2020

Jayanth S

Surj Sashi Niketan
Poknatilla,
Jharkhand 814112

Dear Jayanth 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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Jayanth S

Today's Date: _____

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July 20, 2020

Muhammed Razi

203, 1st Floor
Brundvan Layout,
Padmanabhanagar,
Karnataka 560061

Dear Muhammed Razi:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Muhammed Razi

Today's Date: _____

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July 20, 2020

Adnan Waheed

59, 5th Main
1st Stage,
BTM Layout,
Karnataka 560029

Dear Adnan Waheed:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
Adnan Waheed

Today's Date: _____

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Ernst & Young LLP
Ground & 1st Floor
Divyashree Chambers
Langford town
Bengaluru - 560001, India
Phone: +91 80 6727 5000
Fax: +91 80 2222 9914

1 May 2020

Mr. Vinayak Mahadevappa Agali
15,Chaitanya Nagar, Hubli, 580030

Your appointment as Associate in Tax and Regulatory Services

Dear Vinayak,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions.

1. Job Title

You shall be designated as **Associate** in HR Band **6.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is INR **3,50,000 per annum (Rupees Three Lakh Fifty Thousand Only).** A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

3. Date of joining

As agreed, you shall join the services of the Firm on **05 May 2020.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be Bangalore- Divya Shree Chambers. However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. During the probation period described above, either party may terminate the employment by giving 2 month's notice or 2 month's salary in lieu of notice, to the other party, subject to the release date being approved by the reporting partner.

b. After confirmation of services, either party may terminate the employment by giving a minimum of 3 months' notice to the other party. The Firm may, at its discretion, with or without conditions, agree to waive off this notice period requirement of 3 months, either wholly or partly.

c. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence 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.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

8. Code of Conduct and Policies

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, endeavoring 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, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

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 intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary 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's name, logo, trademark 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 identifiers 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, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to 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, etc., 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 customers, sub-contractors, 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 customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership 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 not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and

video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information 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 terms , 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 Agreement. In addition, the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. 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 Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organization, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill 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.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise, directly or indirectly for or on behalf of any other organization working with a client of the

Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm,.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

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 employment; This includes but is not limited to Intellectual Property that:

- is 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
- result from or is suggested by any work which you may do for the Firm
- 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 others without express permission.

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.

12. 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 but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or 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.

In order to Process your Personal Data the Firm would require you to sign a Privacy Notice upon joining. This Privacy Notice is intended to help you understand why and how we may use your information.

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.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up

b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where 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 request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement 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 Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement 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 Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background.

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, 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 Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the

positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

For Ernst & Young LLP

Anshula Verma

Authorized Signatory

I hereby accept the position and terms and conditions of employment offered.

Signature _____ Date _____

Vinayak Mahadevappa Agali

Annexure A

Illustrative compensation break-up

Particulars	Annual Values (INR)	
(A) Salary Components		**3,19,200**
Basic Salary:		2,53,200
House Rent Allowance:		66,000
Special Allowance:		
Conveyance Allowance:		
(B) Other Perquisites		**30,800**
Firm's Contribution to Provident Fund:		30,384
Year End Ex-Gratia		416
(C) Annual Fixed Compensation *(A+B)*		**3,50,000**
(D) Other Benefits		**32,173**
Gratuity (accrual)		12,173
Firm’s contribution towards Medical insurance		20,000
(E) Total Compensation *(C+D)*		**3,82,173**
(F) Annual performance bonus (earning potential)	**Min. 0%**	**Max. 12%**
	0	42,000
Annual total earning potential (E+F)	**3,82,173**	**4,24,173**

Please note that Permanent Account Number (PAN) is mandatory for salary processing. If you do not have a PAN already, then please apply for the same at the earliest.

1. House Rent Allowance (HRA): This will be 50% of your basic salary.
2. Special Allowance: Special Allowance will be in the range of 0% to 10% of the annual fixed compensation.
3. Conveyance Allowance: Conveyance allowance will be the balancing figure in your compensation structure.
4. Provident Fund (PF): This will be as per the Employee's Provident Funds and Miscellaneous Provisions Act 1952. If you are an active member of PF, it will be mandatory for you to opt for the same. If not opted for, conveyance allowance will be adjusted accordingly.
5. Gratuity: You will be eligible for Gratuity as per the Payment of Gratuity Act 1972.
6. You will be eligible for medical insurance coverage for self, spouse, two children and parents/parents in-law up to INR 3 lac per annum, subject to your declaration as per the policy. Additionally, you, spouse and two children will be covered for critical illness cover of INR 10 lacs.
7. In the unfortunate case of death of an employee, the Firm extends financial support to the family up to three times of the last drawn annual CTC of the deceased employee. The minimum amount for this financial support will be INR 25,00,000.

Please note that all the benefits/coverage mentioned above are governed by the Firm’s policies and/or statutory law, as applicable.

GUILD / *Venture Further*

Mumbai, Maharashtra
India

April 29, 2020

Dear Rohini,

It was evident during our conversations that the experience you have gained thus far, will be of great value to the Guild Capital team.

Congratulations! We are very excited to offer you the position of **FP&A Analyst (Harlequin)** at Guild Capital. We anticipate that your employment would commence **on or before 8th May, 2020**.

Your compensation package of **INR 6,75,000** per annum (including joining bonus) will consist of the following components. (Refer to Annexure A for compensation breakup)

1. **Guaranteed compensation** – You will be guaranteed a gross base salary of INR 6,00,000. This will be payable less applicable taxes, deductions and withholdings.

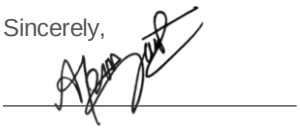
2. **Performance based compensation** – Additional compensation of up to INR 75,000 based upon your year-end appraisal. The bonus will be pro-rated to the time spent during the assessment year from March to February

This will be a remote role, but may require you to travel for training and collaborative work from time to time.

Although we seek a long-term employment relationship, terms of this letter do not imply employment for a specific period and thus, your employment is at will; either you or the Company can terminate it at any time, with or without cause, with two month's notice period. This statement is the entirety of your agreement with the Company on the subject of the duration of your employment. You will be bound by the Employee handbook, policies and non-disclosure agreement which Guild would enter with you during your employment. In addition, where applicable, your employment is conditional upon the Company receiving satisfactory references or background check results.

If you are in agreement, please email to us a signed copy of this letter **within 24 hours**. We appreciate and expect you to keep this offer and its terms in strict confidence.

Sincerely,



Apoorv Gautam
Chief Operating Officer
Guild Advisors LLP

_____

Signature (Rohini PC)

_____

Date

Annexure A

All salary details in INR

Component	Per month	Per annum
Basic	20,000	240,000
HRA	10,000	120,000
Children Education Allowance	200	2,400
Mobile Reimbursement	1,000	12,000
Meal Allowance	-	-
Leave Travel Allowance	5,000	60,000
Special Allowance	12,000	144,000
Gross Total	**48,200**	**578,400**
Employer's Contribution to PF	1,800	21,600
Gratuity	-	-
Statutory Bonus	-	-
Fixed CTC	**50,000**	**600,000**
Variable:		
Full potential performance bonus		75,000
Total Variable		**75,000**
Total CTC		**675,000**

Date: 20-02-2020

Anushil Chaurasia,
Address: Printwell Building
2nd Floor 6th Cross road,
Kumaraswamy Layout
Bangalore – 560 078.

Designation: **Relationship Manager - Transactions,**

Dear Mr. Anushil Chaurasia,

SUBJECT: EMPLOYMENT LETTER

Upon your acceptance of this letter, we hereby appoint you, in accordance with the below terms of employment, as an employee of Indiassetz Infra Services Private Limited.

Your date of joining will be 02-03-2020, hence, we would like you to complete all onboarding formalities as set out in **Annexure 1** hereto prior to the aforesaid date.

Your employment shall be on the following terms and conditions:

1. Your employment shall be effective as on and with effect from the Date of Joining and shall remain valid until terminated as per the terms hereof;

2. You shall report to the assigned person on a regular basis or such intervals as may be required by the Company;

3. Your annual remuneration is set out in **Annexure 2** hereto. The same shall be payable *pro-rata* at the end of every month during the Term after deducting tax at source, as applicable under the Income Tax Act, 1961, and such other amounts as may be deductible statutorily. In addition, thereto, you may also be eligible for other allowances, expenses or reimbursements, as per the Company Policies (as defined below) that may then be in force and applicable to you;

4. You acknowledge and agree that your remuneration package is a matter purely between yourself and the Company and you are to keep this information and any changes thereto, strictly confidential. Your remuneration will be reviewed as per the Company's Policies once in every financial year. Your increments and promotions shall be at the discretion of the Company and will be subject to and on the basis of your performance and the prevailing market conditions. The Company reserves the right to revise your remuneration to a lower scale for reasons attributable to unsatisfactory performance and/or if market conditions dictate so;

5. In the event the Company proposes to provide you with any training, you will be required to execute an ancillary letter or an addendum hereto that will set out the terms applicable to such training. Such ancillary letter or addendum shall form a part of this Employment Letter and your employment shall also be governed by the terms thereof;

formed. The Company will also have the right to send you on deputation or to assign your services to any other organization. In any of these cases, your compensation and perquisites will remain the same;

7. You will be governed by and will abide by the rules, regulations, instructions, personnel practices, travel and human resource policies and general policies of the Company hereto and/or that may then be in force and applicable to you. The Company reserves the right to amend the Company's Policies at its sole discretion from time to time;

8. During the Term, you will be entitled to paid leaves as per the prevailing HR Policy of the Company;

9. Your employment with the Company is on a whole-time basis and you shall devote yourself exclusively to the business of the Company. During the Term, you are not permitted to directly or indirectly, engage yourself or devote any time or attention to any part time employment, trade, business or occupation, with or without remuneration, for any third person or concern (including self-employment). You shall also not undertake or be interested, either directly or indirectly, in any activities, which are contrary to or inconsistent with your employment with the Company or the Company's interest;

10. During the Term and for a period of 12 (twelve) months thereafter, you shall not, directly or indirectly: (I) induce or attempt to influence any employee, independent contractor or consultant of the Company or its affiliates or subsidiaries to terminate his/her employment with, or otherwise cease his/her relationship with, the Company or its affiliate or subsidiary, as the case may be; and/or (ii) for the benefit of yourself or a third party, solicit the business of, divert or take away, or attempt to divert or to take away, the business of, perform services for, or sell goods or services to any party which, at any time, was a vendor or client of the Company or any other person who has a business relationship with the Company during the 12 (twelve) months period preceding the date of termination of your employment;

11. You expressly agree that, during the Term and for 12 (twelve) months following termination of your employment with the Company for any reason, you will not engage, directly or indirectly, in and will not cause your affiliates to, directly or indirectly, own, manage, operate, join, control or participate in or be connected with, or loan money to or sell or lease equipment to, any entity that is competing with the business of the Company.

12. During the Term, you may be privy to confidential information of the Company and/or its vendors/service providers/client. You shall, at all times, even after your employment, keep in strictest confidence and trust, the Company and its vendors/service providers/clients personal and/or confidential information, including that which you may have created. In consideration of, inter alia, your employment, the remuneration payable to you hereunder, and the fact that you are privy to the Company's confidential information, the sufficiency whereof you hereby acknowledge and shall not call into question in future, in the event of a breach of this Clause, you will undertake to pay the Company a sum of Rs. [100000/- (Rupees One Lakh) as and by way of liquidated damages;

13. You will keep the Company duly and promptly informed, in writing, if you are bound by any confidentiality, non-compete or other similar agreements with any of your previous employers. You shall indemnify and hold harmless the Company and its directors, employees, representatives and agents, from and against all liabilities, claims, damages, suits, proceedings, costs and expenses suffered or incurred by the Company on account of a claim made by your previous employers and/or any third party;

For Indiassetz Infra Services Pvt. Ltd.

Authorised Signatory

provisions set out in the prevailing HR Policy of the Company. Further, upon such ... reserves the right to deduct or recover such payments at the time of full and final settlement of dues. Any statutory dues owed by the Company shall be settled within 90 (ninety) days from the date of termination of your employment;

23. Any notice that maybe required to be given to you shall be deemed to be duly and properly given, if hand delivered to you personally, or sent by registered post to you at your address, as per the records available with the Company;

24. This Employment Letter, read with the Annexures hereto, addendum (if any), Company's Policies and Leave Policy referred to herein, shall be the sole document governing the terms of your employment and supersedes all other letters of offer/appointment/employment previously issued and/or all other agreements, memoranda, documents and discussions in this regard; and

25. The terms set out herein shall be deemed to be severable and, in the event any of the terms are held by a court of competent jurisdiction to be invalid or unenforceable, the remaining terms shall nevertheless continue to be fully valid, binding and enforceable.

In acceptance of the above, please sign and return the duplicate copy of this letter on or before 20-02-2020, failing which, this Employment Letter shall stand automatically withdrawn, without any further obligation on our side.

Yours faithfully,
For **INDIASSETZ INFRA SERVICES PVT. LTD.**

For Indiassetz Infra Services Pvt. Ltd.

Authorised Signatory

(Dr. Mrinmoy Biswas)
[Director – Operations & Support Functions]

AGREED, UNDERSTOOD & ACCEPTED:

(Mr. Anushil Chaurasia)
PLACE: Bangalore
DATE: -20-02-2020

ANNEXURE 2

ANNUAL REMUNERATION

Components	Monthly in Rs	Annual in Rs
Basic	10000	120000
HRA	4000	48000
Special Allowance	6250	75000
Statutory Bonus	0	0
Transport Allowance	1600	19200
Medical Allowance	1250	15000
Others	1900	22800
PF Contribution from Employer	1200	14400
Gross Salary*	**26200**	**314400**

* TDS & Other Statutory Deduction

For Indiassetz Infra Services Pvt. Ltd.

jaro education®

20th November,2020

To,
Mr. Tanish Gowda

Dear Tanish Gowda

This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Graduate Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Officer".

Find below compensation details:

During the first three month (including training) you would be paid remuneration of **Rs.25,000/-pm.** If target of first three month is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from fourth month.

		(Amount in Rupees.)		
Particulars		**For 1st three months**		**Effective from 4th Month**
Basic Salary	:	15,050		16,000
House Rent Allowance	:	1,505		8,000
Transport Reimbursement	:	1,600		1,600
Telephone Reimbursement	:	500		500
Statutory Bonus (Paid Monthly)	:	1,254		1,400
Special Allowance	:	5,091		12,500
Total		**25,000**		**40,000**
Daily Travel Reimbursement	:	3,000		3,000
Performance Incentive (Payable based on the achievement of Monthly targets)	:	10,000		10,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	:	2,000		2,000
Total	**:**	**40,000**		**55,000**

Regards,
Jaro Education

Sushant Mallya
General Manager – Human Resource

I agree to the above terms & conditions_____Dated_____

Legato
An Anthem Company
Health Technologies

19- Aug- 2020

Ankit kumar Jha
Bangalore

Reg: Offer of employment

Dear **Ankit kumar Jha,**

We are pleased to offer you the position of **Associate – Claims** at **Legato Health Technologies LLP** and your work location will **Bangalore - RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000 /- (Rupees Two Lakhs Thirty Thousand Only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance within 3 business day and on confirmation that you are legally authorized to work in your position on your start date and at all times thereafter, the successful verification of your background information. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining i.e.**24-Aug-2020** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

Ankit kumar Jha
Date:

Associate Name: Ankit kumar Jha		
Designation: Associate - Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,143	1,262
Gross Salary	**201,143**	**16,762**
Employer's contribution to PF	22,320	1,860
ESI	6,537	545
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

Ankit kumar Jha
Date:

DATA SOLUTIONS

Date:10/June/2020

Provisional Offer Letter

Dear Mayur,

With reference to your application and the subsequent interview held with us; we are pleased to offer you the post of **Search Engine Optimizer** in our organization on the following terms and conditions:

1. Your total compensation package (CTC) shall be<2,54,000> Indian Rupees . This includes Basic, Allowances, Statutory contributions and other benefits as governed by company policies, subject to Income Tax regulations in force from time to time.
2. A detailed appointment order, outlining the break-up of your salary and terms and conditions shall be issued after your training period in our organization.
3. First two weeks from your joining date will be considered as Foundation Level Training (FLE). Upon successful completion of the training you will be included under the company's payroll. If you fail to clear the training assessment your employment will be terminated immediately.
4. During your probation (first six months) your employment with MailingDataSolutions can be terminated without any prior notice or assigning any reason and you shall have no rights to claim your salary for the number of days / months you worked.
5. You have to re-emberse Training and others expenses,upto INR 50,000 if absconded from Organization within 1 year from joining date and by signing this you are agreeing for the same.
6. Your joining date as been recorded as 10th June, 2020
7. Please sign and return duplicate copy of this letter in acceptance of the above.

We look forward to you joining our organization.

For: **MailingDataSolutions**

REDMI NOTE 6 PRO
MANUAL CAMERA

Authorized Signature

DocuSign Envelope ID: C80C188F-51B6-4E78-B4BA-59E88FC14DB9

Non-Disclosure Agreement

This Non-Disclosure Agreement (the "Agreement") entered into on **15th January 2020** by and between

Suhas Mathur, S/O V R Mathur, aged about 21 years, currently residing at No. DSI Campus hostel shavige malleshawara hills, 91st main, 1st stage Kumaraswamy layout bengalore-78 and having his/her permanent residence at Hno 99 Nisarga Layout Malathalli, Bangalore 560091, herein after 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 **Executive, Talent Acquisition** with effect from **15th January 2020.**

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, 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.

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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.

14. **Entire Agreement:** This Agreement expresses the full and complete understanding of the parties with respect to the subject matter hereof and supercedes 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

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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

By: **Anuradha Bharat**
Title: **Head, People Operations**

DocuSigned by:
Anuradha Bharat
0B165102798547E...

Accepted and Agreed to by:

By: **Aishwarya P T**
Title: **Executive, Talent Acquisition**

DocuSign Envelope ID: C80C188F-51B6-4E78-B4BA-59E88FC14DB9

Razorpay Software Private Limited
1st Floor, SJR Cyber, No 22, Laskar Hosur Road, Adugodi, Bangalore - 560030
contact@razorpay.com
https://razorpay.com
1800 2700 323

OFFER PROPOSAL - CONFIDENTIAL

15th January 2020

Dear Suhas Mathur,

We are pleased to extend you an offer to join Razorpay Software Private Limited ('Razorpay') as an **Executive, Talent Acquisition,** 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 350,000 (Three Lakhs and Fifty Thousand Only)**. Below is the break up for the proposed numbers. Please note that your variable pay subject to review based on individual performance.

Compensation Structure	Annual Numbers
Basic	109664
House rent allowance (HRA)	43866
Leave Travel Allowance (LTA)	9139
Conveyance allowance	36000
Gift	5000
Food Coupons	26400
Special Allowances	44092
Performance Bonus	**27416**
Total Cash	**301576**
Employer's contribution to PF	21600
Gratuity	5264
Medical and Accident Insurance Premium	30000
Total CTC	**350000**

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Start Date and Formalities: We propose a start date as 11th August 2018 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:
Anuradha Bharat
0B165102798547E...

Anuradha Bharat

Head, People Operations

Employee Name: Suhas Mathur

Employee Signature:

DocuSign Envelope ID: C80C188F-51B6-4E78-B4BA-59E88FC14DB9

Registered Address: 35, Vishnupuri, Jagatpura Road, Opp. Malviya Nagar P.O. Jaipur, Rajasthan, India - 302017

LSOLUTIONS TEAM

72, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

30th January 2019

To,
Mr. ATISHAYA SRIVASTAVA
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 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_____

Cipla

ALIVE SURGE
ASPIRE • LEARN • INNOVATE • VOICE • ENGAGE
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	Shrinivas Bagewadi	Therapy Manager	2.75LPA		
2	Jithenthiran S	Therapy Manager	2.75LPA		J. J. Thy.
3	Pavan Kalyan BK	Therapy Manager	2.75LPA		Pavankalyan.
4	Kevin Joseph	Therapy Manager	2.75LPA		
5					
6					
7					
8					
9					
10					

Authorized Signatory (Original): P. Ramesh Babu

Signatory's Name and Designation: P. Ramesh Babu, Placement officer.

Institute Name: Dayananda Sagar Institutions.

Institute address: Bangalore.

Date: 3/2/2020.

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Cipla

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4	Kevin Joseph	Therapy Manager	2.75LPA		
5					
6					
7					
8					
9					
10					

Authorized Signatory (Original): P. Ramesh

Signatory's Name and Designation: P. Ramesh Babu, Placement officer.

Institute Name: Dayananda Sagar Institutions.

Institute address: Bangalore.

Date: 3/2/2020.

Scanned by CamScanner

Mary Jacintha <mary.jacintha@mahs.in> Dec 19, 2019, 1:37 PM

to Nagarjuna, me

Hello Ramesh,

Thanks for the support.

PFA tracker which contains final feedback for all the students participated in the drive.

Kindly do update the further process. With reference to joining confirmation of the SELECTED students.

USNO	FULL NAME	COURSE	EMAIL ID	CONTACT NUMBER	Final Status
Hsc16PH0027	Leela J	B. Pharm	Leelahegde001@gmail.com	7899122151	**Select**
HSC16PH0050	SUJATHA. R	B. Pharm	Sujathar2259@gmail.com	8553977299	**Select**
HSC16PH0058	YASMIN. S	B. Pharm	yasmin.yas2107@gmail.com	9632911273	**Select**
HSC16PH0051	SYED YUSUF ALI	B. Pharm	syedyusuf074@gmail.com	9611875303	**Select**
HSC16PH0041	Rakshitha Panchamuki. R.	B. Pharm	aradhyap3@gmail.com	7019167969	**Select**
HSC16PH0048	Simron wagle	B. Pharm	simronwagle@gmail.com	+918296490944	**Select**

Awaiting for your revert.

Thanks & Regards
Mary Jacintha
Mobile No: 8971845296

Mary Jacintha <mary.jacintha@mahs.in> Dec 19, 2019, 1:37 PM

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Awaiting for your revert.

Thanks & Regards
Mary Jacintha
Mobile No: 8971845296

OG Healthcare - Final Selected List

Inbox

Saritha K R <saritha.kr@oghealthcare.com> Thu, Mar 12, 2020, 3:38 PM

to me, Anish, Raffath, Nagesh

Dear Sir,

Please find the final selected list below, we would be conducting a big event wherein we will personally invite all the selected students from different colleges and the placement officer to issue the offer letter and brief them in detail about the policies of our company.

We would be very happy to have a long lasting and synergistic association with your esteemed organization.

SL#	Final Selected
1	Mandara M
2	Sonali Prabha Puhan
3	Jigmi Dorjee Samkyi

Thanks and Regards,
Saritha

SPIRANT Communication Pvt Ltd

14th Aug 2021

Sub: Offer as Medical Writer

Dear Ms. Richa,

We are glad to offer you a position as Medical Writer in Spirant Communication Pvt Ltd under the following terms and conditions:

- Your appointment is effective from the date of joining, which shall be as soon as possible but not later than 16th Aug 2021, failing which this offer will become null and void.
- Initially you will be working from home till further changes as per the company policies
- Your total emoluments will be Rs. 1.8 Lakhs/- PA.
- A 15 day salary needs to be deposited as security within a month from your joining.
- You will not leave the organization till next 6 months from the date of your joining, otherwise your security amount will not be refunded. After that you can leave at a 15 day notice.
- A detailed appointment letter shall be issued to you upon document verification and completion of your joining formalities.
- The terms of the offer are intended to be strictly confidential.
- Kindly acknowledge acceptance to the offer letter and the above terms and conditions through a returning mail.
- All other terms and conditions will be governed by the company's policies as stated from time to time. Your assignment is effective from 16th Aug 2021.

With best wishes,

Accepted

Simran Kaur
Spirant Communication Pvt Ltd
www.spirantcommunication.com

COUR D'APPEL DE N'DJAMENA

TRIBUNAL DE COMMERCE DE N'DJAMENA

RÉPUBLIQUE DU TCHAD

Unité - Travail - Progrès

EXTRAIT DU REGISTRE DU COMMERCE ET DU CREDIT MOBILIER

RENSEIGNEMENTS RELATIFS À LAPERSONNE MORALE ASSUJETTIE

IMMATRICULATION AU RCCM EN DATE DU : **17/12/2021**

N° DE REGISTRE DU COMMERCE : **TD-NDJ-01-2021-B12-00370**

LIEN JURIDIQUE : **Immatriculation de personne morale**

RAISON SOCIALE OU DÉNOMINATION : **SIMO PHARMA SARL**

FORME JURIDIQUE : **B12 - Société à responsabilité limitée pluripersonnelle (SARL)**

CAPITAL SOCIAL : **1 000 000 Francs CFA** | CAPITAL SOCIAL EN LETTRE : **un million**

ADRESSE DU SIÈGE : **N'Djamena, Quartier Bololo**

N° RCCM DU SIÈGE OU DE L'ANCIEN SIÈGE : **TD-NDJ-01-2021-B12-00370**

RENSEIGNEMENTS RELATIFS AUX ASSOCIÉS

Nom - Prénom / Dénomination	Genre	Date et lieu de naissance / N° RCCM	Nationalité	Adresse	Qualité
ISMAIL HASSAN AHMAT	Masculin	25/12/1995 - ITOU	Tchadienne	NEANT	Associé
MAHAMAT DJEROUA	Masculin	01/01/1993 - IRIBA	Tchadienne	NEANT	Associé
MOBARAK ABDALLAH GARELNABI	Masculin	01/01/1994 - AMDJARASS	Tchadienne	NEANT	Associé

ORIGINE DU FONDS : **Création** | DURÉE : **99 Année(s)**

ACTIVITÉ (S) : **Commerce de détail en magasin spécialisé de produits pharmaceutiques et médicaux, de parfumerie et de produits de beauté - G470202 (Import ; Distribution des médicaments et produits chimiques à usage pharmaceutique (grossiste))**

ADRESSE DE L'ÉTABLISSEMENT CRÉÉ : **N'Djamena, Quartier Bololo**

DATE DE DÉBUT : **17/12/2021**

MODE D'EXPLOITATION DU FONDS : **DIRECT**

ANNEXES

OBSERVATION : **Immatriculée**

FIN DE L'EXTRAIT COMPRENANT 1 PAGE(S)

20/12/2021

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DGID

Reçu de M. « SIMO PHARMA » SARL

N° 0074549 la somme de 21.000

Date 16 Statuts & Annexes

D.G.I.D. 12 Redevances Droits et Taxes 4203 : 3274 - 3276

Arrêté à la somme de : Vingt un Mille francs

Bd. 182531 / BMS

QUITTANCIER DE LA DIRECTION GÉNÉRALE DES IMPÔTS ET DES DOMAINES QUITTANCIER DE LA DIRECTION GÉNÉRALE DES IMPÔTS ET DES DOMAINES QUITTANCIER DEL

RÉPU
Uni
Cour d
OFFICE NOTARIAL DE
Notaire dans le Ressort d
Quartier Djambal
Tél portable : (00235) 66 72 36 69 /99 05 64 16
Email : mhtgouni1@gmail.com

REP N° 00425 / ONMHG/2021

DU 02 NOV 2021

RÉPUBLIQUE DU TCHAD TIMBRE FISCAL 1000 FRANCS Direction de l'Enregistrement des Domaines

STATUTS
« SIMO PHARMA» SARL,
L'AN DEUX MILLE VINGT-ET-UN
ET LE DIX SEPT NOVEMBRE
TEL : 69.33.33.39

Par devant Nous, Maître **MAHAMAT HISSEIN GOUNI,** Notaire à la résidence de N'Djaména, soussigné,

ONT COMPARU

Monsieur **ISMAIL HASSAN AHMAT**, Entrepreneur, de nationalité Tchadienne, demeurant à N'Djaména, né le 25/12/1995 à ITOU, titulaire de la **CNI N°0000210537** du 09/03/2021 à N'Djaména,

Monsieur **MAHAMAT DJEROUA**, demeurant à N'Djaména, né le 01/01/1993 à IRIBA, titulaire de la **CNI N°305-01808318-22** du 08/07/2012 à N'Djaména, de nationalité Tchadienne;

Monsieur **MOBARAK ABDALLAH GARELNABI**, demeurant à N'Djaména, né le 01/01/1994 à AMDJARASS, titulaire de la **CNI N°0000100989** du 07/10/2020 à N'Djaména, de nationalité Tchadienne ;

Lesquels associés, ont établi ainsi qu'il suit les statuts de la société dont les caractéristiques sont ci-après :

ARTICLE 1 – FORME

Il est constitué par les associés sus identifiés, une Société à Responsabilité Limitée Pluripersonnelle qui sera régie par les dispositions législatives et réglementaires en vigueur en République du Tchad, notamment. Loi n°024/PR/2000 du 24 novembre 2000 relative à la pharmacie et son décret d'application, ainsi que les textes qui sont non contraires en vigueur au Tchad.

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ARTECH
INTELLIGENCE IS HUMAN

Address: _____

Sub: Letter of Intent

Dear KHUSHI KIRAN

Congratulations!

We are happy to inform you that we have decided to offer you the position of **"Associate Recruiter"** at our Bangalore office for our US Staffing Operations.

Please accept this as a formal offer letter from **Artech Infosystems Pvt. Ltd.**

You will be required to join us in the **second week of June'2020**. Your total cost to the company would be **INR 4,08,000 (Four Lakhs Eight Thousand only- Including Benefits) Per Annum.** You are entitled for a monthly pay of INR 25,000. During your training period of first 2 months, you will receive a stipend of INR 10,000 per month. Post successful completion of 2 months training, you will be eligible to receive a salary of INR 25,000 per month.

During your traineeship period of initial two months, you will be designated as "Trainee – RPO'' and post successful completion of training as an ''Associate Recruiter''.

You will be governed by the rules and regulation and such other practices, systems, procedures, and policies framed by the company from time to time. You will also be governed by the statutory laws enacted by the Local Authority/State or Central Government as applicable to you from time to time. You are advised to make yourself familiar with the company's rules and policies.

We would request you to make necessary arrangements in your organization and complete all the formalities before that since your joining date will not be extended in any case.

Please carry all the original documents as listed below at the time of joining, along with one set of photocopy:

1. Copies of Certificates in support of your Qualifications
2. 5 Passport size photographs
3. Photo ID Proof, like (PAN Card, Driving License, Voter ID, Passport, Credit Card with Photo)
4. Permanent and Local Address Proof
5. Pan Card Number and Copy
6. Aadhar Card Number

In case any documents/references don't correspond to the claimed information, the offer extended would stand null & void and would lead to withdrawal of the offer.

Artech will perform a background check through an external agency post your joining & if any information/declaration furnished by you proves to be false or you are found to have willfully suppressed any material information, the company reserves the right to terminate your services without any notice or notice pay.

Your appointment letter will be handed over to you once the background check is completed satisfactorily.

You are expected to serve the organization for a minimum period of 18 months or else a retribution amount of Rupees One Lakh (INR 1,00,000) would be imposed to recover the tangible and intangible cost incurred on you.

You are requested to sign and return a copy of this letter as a token of acceptance of the terms and conditions.

We welcome you to the Artech family and look forward to a long-term fruitful relationship.

Wishing you all the best!

Thanking You,
Yours Sincerely,
For Artech Infosystems Pvt. Ltd.
Sushant Singh Anand
(Sr. Manager- Human Resources)

Acknowledgment Letter

Company Profile:

Artech is the largest Women & Minority owned IT staffing firm in the US, with US$ 725 million in annual revenues and a footprint across the globe. Artech was formed almost 3 decades ago and today, with commitment to providing best in class workforce solutions based on applied human intelligence, Artech works with over 85 Fortune 500 clients across USA, Canada, India, and China.

At Artech, ***we value human intelligence.***

We empower our teams to maximize the impact of their intellect, through a performance oriented, diverse, flexible, and inclusive work environment supported by our continuous learning and development focus.

Led by our visionary leadership, fuelled by our values, and driven by our combined intellect, our teams work with some of the largest Fortune 500 clients, defining industry benchmarks while optimizing their careers.

I am very pleased to accept the position of **Associate Recruiter - US IT Recruitment.**

I have attended the pre-placement presentation by Artech and have clearly understood the roles and responsibilities of the position along with the company's policies & benefits.

I am aware of the fact, that the job profile is in **Night shift** from **7:00 PM till 4:00 AM or 9:00 PM till 6:00 AM.**

I acknowledge the fact that at the time of joining Artech, I will have to sign a **Service level agreement (SLA)** for a period of **18 months.**

I am excited to join Artech & look forward to a rewarding career ahead.

I accept the term & conditions stated above.

Thanking you,
Regards,

_____(sign here)

Date:_____
College: _____

ARTECH
INTELLIGENCE IS HUMAN

Address: _____

Sub: Letter of Intent

Dear MEGHANA V H

Congratulations!

We are happy to inform you that we have decided to offer you the position of **"Associate Recruiter"** at our Bangalore office for our US Staffing Operations.

Please accept this as a formal offer letter from **Artech Infosystems Pvt. Ltd.**

You will be required to join us in the **second week of June'2020**. Your total cost to the company would be **INR 4,08,000 (Four Lakhs Eight Thousand only- Including Benefits) Per Annum.** You are entitled for a monthly pay of INR 25,000. During your training period of first 2 months, you will receive a stipend of INR 10,000 per month. Post successful completion of 2 months training, you will be eligible to receive a salary of INR 25,000 per month.

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You will be governed by the rules and regulation and such other practices, systems, procedures, and policies framed by the company from time to time. You will also be governed by the statutory laws enacted by the Local Authority/State or Central Government as applicable to you from time to time. You are advised to make yourself familiar with the company's rules and policies.

We would request you to make necessary arrangements in your organization and complete all the formalities before that since your joining date will not be extended in any case.

Please carry all the original documents as listed below at the time of joining, along with one set of photocopy:

1. Copies of Certificates in support of your Qualifications
2. 5 Passport size photographs
3. Photo ID Proof, like (PAN Card, Driving License, Voter ID, Passport, Credit Card with Photo)
4. Permanent and Local Address Proof
5. Pan Card Number and Copy
6. Aadhar Card Number

In case any documents/references don't correspond to the claimed information, the offer extended would stand null & void and would lead to withdrawal of the offer.

Artech will perform a background check through an external agency post your joining & if any information/declaration furnished by you proves to be false or you are found to have willfully suppressed any material information, the company reserves the right to terminate your services without any notice or notice pay.

Your appointment letter will be handed over to you once the background check is completed satisfactorily.

You are expected to serve the organization for a minimum period of 18 months or else a retribution amount of Rupees One Lakh (INR 1,00,000) would be imposed to recover the tangible and intangible cost incurred on you.

You are requested to sign and return a copy of this letter as a token of acceptance of the terms and conditions.

We welcome you to the Artech family and look forward to a long-term fruitful relationship.

Wishing you all the best!

Thanking You,
Yours Sincerely,
For Artech Infosystems Pvt. Ltd.
Sushant Singh Anand
(Sr. Manager- Human Resources)

Acknowledgment Letter

Company Profile:

Artech is the largest Women & Minority owned IT staffing firm in the US, with US$ 725 million in annual revenues and a footprint across the globe. Artech was formed almost 3 decades ago and today, with commitment to providing best in class workforce solutions based on applied human intelligence, Artech works with over 85 Fortune 500 clients across USA, Canada, India, and China.

At Artech, ***we value human intelligence.***

We empower our teams to maximize the impact of their intellect, through a performance oriented, diverse, flexible, and inclusive work environment supported by our continuous learning and development focus.

Led by our visionary leadership, fuelled by our values, and driven by our combined intellect, our teams work with some of the largest Fortune 500 clients, defining industry benchmarks while optimizing their careers.

I am very pleased to accept the position of **Associate Recruiter - US IT Recruitment.**

I have attended the pre-placement presentation by Artech and have clearly understood the roles and responsibilities of the position along with the company's policies & benefits.

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I acknowledge the fact that at the time of joining Artech, I will have to sign a **Service level agreement (SLA)** for a period of **18 months.**

I am excited to join Artech & look forward to a rewarding career ahead.

I accept the term & conditions stated above.

Thanking you,
Regards,

_____(sign here)

Date:_____
College: _____

June 25, 2018

GAURAV DUTT
8th Cross Rd, SBI Colony,
1st Phase, J. P. Nagar,
Bengaluru, Karnataka 560078

Dear GAURAV DUTT:

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 June 26, 2018, 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:_____
GAURAV DUTT

Today's Date: _____

June 22, 2020

GAYATHRI K M
3rd Phase, J. P. Nagar,
Bengaluru, Karnataka 560078

Dear GAYATHRI K M:

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.

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Sincerely,

Eby Mathai
Recruiter

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Signature:_____
GAYATHRI K M

Today's Date: _____

June 22, 2020

HEMANTH KUMAR V

3rd Cross Sf Residency
Kanakapura Main Road,
J. P. Nagar, Bengaluru,
Karnataka 560078

Dear GAYATHRI K M:

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.

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Signature:_____
HEMANTH KUMAR V

Today's Date: _____

Dear CHAITRA K 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 April 2021 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 CHAITRA K 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.

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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 SAPNA PANDEY ,

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.

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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 ARPITH PONNAMMA,

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 275000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,13th April 2020 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 AVANTHIKA R RANI,

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 275000.00 (attached is a document with more details about your compensation plan).

Date of Joining & Reporting Time: Monday,13th April 2020 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.

September 1, 2020

Raksha A
#27/12, 4th 'C' cross,
Avalahalli, Byatrayanapura new extension,
Bengaluru, Karnataka-560026, India
Mobile: 7760076926

Letter of Offer

Dear Raksha 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 **6 September 2020**. 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 1, 2020

Dear Raksha A,

This refers to our letter of Offer dated 1 September 2020 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

Jubilant Biosys Limited
#96, Industrial Suburb, 2nd Stage,
Industrial Area, Yeshwanthpur,
Bangalore-560 022
Tel: +91 80 66628400, 66628250
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

Compensation Structure – Raksha 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
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 1, 2020

SIRI CHANDRASHEKAR
NGR Layout Main Rd, Bommanahalli,
Bengaluru, Karnataka 560068
Mobile: 9108316970

Letter of Offer

Dear SIRI CHANDRASHEKAR,

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 **6 September 2020**. 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 1, 2020

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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.
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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

Jubilant Biosys Limited
#96, Industrial Suburb, 2nd Stage,
Industrial Area, Yeshwanthpur,
Bangalore-560 022
Tel: +91 80 66628400, 66628250
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

Compensation Structure – SIRI CHANDRASHEKAR		
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		

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Fax : +91120 2516627

September 1, 2020

SREEKAR N
Muneswara Nagar,
Sector 6, HSR Layout,
Bengaluru, Karnataka 560068
Mobile: 8867021476

Letter of Offer

Dear SREEKAR N,

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 **6 September 2020**. 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 1, 2020

Dear SREEKAR N,

This refers to our letter of Offer dated 1 September 2020 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)
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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

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Compensation Structure – SREEKAR N		
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 1, 2020

SREEYA SAHA
Jay Bheema Nagar,
1st Stage, BTM Layout,
Bengaluru, Karnataka 560068
Mobile: 9433394680

Letter of Offer

Dear SREEYA SAHA,

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 **6 September 2020**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
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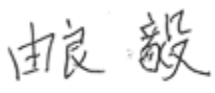
We welcome you to Jubilant Biosys Ltd and look forward to a happy association. Please sign the duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,
For **Jubilant Biosys Ltd**



Takeshi Yura
CSO & Site Head

September 1, 2020

Dear SREEYA SAHA,

This refers to our letter of Offer dated 1 September 2020 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)
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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

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Compensation Structure – SREEYA SAHA		
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		

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September 1, 2020

SRIVIDYA M S
Manjunath Colony,
2nd Phase, J. P. Nagar
Bengaluru, Karnataka 560078
Mobile: **9482869459**

Letter of Offer

Dear SRIVIDYA M S,

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 **6 September 2020**. In case you fail to join your duties on the date mentioned, the management reserves the right to cancel your offer.
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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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Fax : +91120 2516627

September 1, 2020

Dear SRIVIDYA M S,

This refers to our letter of Offer dated 1 September 2020 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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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 – SRIVIDYA M S		
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		
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16-July-2020

VAISHNAVI PARAMESWARAN,

Bangalore

Reg: Offer of employment

Dear **VAISHNAVI PARAMESWARAN**,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health Technologies LLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000/- (Rupees Two Lakh Thirty Thousand only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance within 3 business day and on confirmation that you are legally authorized to work in your position on your start date and at all times thereafter, the successful verification of your background information. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining i.e. **10th August 2020** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VAISHNAVI PARAMESWARAN
Date:

Annexure – A

Associate Name: VAISHNAVI PARAMESWARAN		
Designation: Associate – Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
Employer's contribution to PF	22,320	1,860
ESI	6,540	545
Target Variable pay	-	-
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VAISHNAVI PARAMESWARAN
Date:

16-July-2020

VISHNU ESHWAR,

Bangalore

Reg: Offer of employment

Dear **VISHNU ESHWAR**,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health Technologies LLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000/- (Rupees Two Lakh Thirty Thousand only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

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At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining i.e. **10th August 2020** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VISHNU ESHWAR
Date:

Annexure – A

Associate Name: VISHNU ESHWAR		
Designation: Associate – Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
Employer's contribution to PF	22,320	1,860
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Target Variable pay	-	-
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VISHNU ESHWAR
Date:

16-July-2020

VISHRUTHA C H,

Bangalore

Reg: Offer of employment

Dear **VISHRUTHA C H**,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health Technologies LLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000/- (Rupees Two Lakh Thirty Thousand only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

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Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VISHRUTHA C H
Date:

Annexure – A

Associate Name: VISHRUTHA C H		
Designation: Associate – Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
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Note:

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- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

VISHRUTHA C H
Date:

16-July-2020

CHANDANA K M,

Bangalore

Reg: Offer of employment

Dear **CHANDANA K M**,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health TechnologiesLLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

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Sincerely,

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Country Head
Legato Health Technologies LLP

CHANDANA K M
Date:

Annexure – A

Associate Name: CHANDANA K M		
Designation: Associate – Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
Employer's contribution to PF	22,320	1,860
ESI	6,540	545
Target Variable pay	-	-
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

CHANDANA K M
Date:

16-July-2020

DEBAJYOTI DUTTA,

Bangalore

Reg: Offer of employment

Dear **DEBAJYOTI DUTTA**,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health Technologies LLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000/- (Rupees Two Lakh Thirty Thousand only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance within 3 business day and on confirmation that you are legally authorized to work in your position on your start date and at all times thereafter, the successful verification of your background information. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining i.e. **10th August 2020** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

DEBAJYOTI DUTTA
Date:

Annexure – A

Associate Name: DEBAJYOTI DUTTA		
Designation: Associate – Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
Employer's contribution to PF	22,320	1,860
ESI	6,540	545
Target Variable pay	-	-
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

DEBAJYOTI DUTTA
Date:

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 2020

BINDU S
Stage 2, BTM Layout
Bengaluru, Karnataka 560076

Dear BINDU S,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2020, 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 2020. 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 2020

CHETANA P
Jayanagara 9th Block,
Jayanagar, Bengaluru,
Karnataka 560041

Dear CHETANA P,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2020, 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 2020. 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 2020

GANAVI N C
Jayanagara 4th Block,
Jayanagar, Bengaluru,
Karnataka 560041

Dear GANAVI N C,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2020, 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 2020. 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 2020

HARSHINI R
6th Cross Rd,
Bhavani Nagar, S.G. Palya,
Bengaluru, Karnataka 560029

Dear HARSHINI R,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2020, 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 2020. 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 2020

HIMANGSHU KASHYAP
2nd Main Rd, Bharathi Layout,
Balaji Nagar, S.G. Palya,
Bengaluru, Karnataka 560029

Dear HIMANGSHU KASHYAP,

Sub: **Offer of appointment**

1. With reference to the interview you had with us on 7th January 2020, 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 2020. 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 :

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 : **01.03.2021**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Mr. KALSANG CHOETSO (**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 1.3.2021

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 : **08.03.2021**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Mr. KALSANG LANGOR TAMANG (**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.

Kalsang L.T.
Signature

Date 8/3/2021

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 : **15.03.2021**

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Ms. VIJAYA BHANDARI (**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

Bharthy Hospital

Management Committee

HR Incharge

I accept the above terms and conditions and agree to abide by the same.

Vijay

Signature

Date 15/3/21

bhatia hospital

Ref: APT/BH/HR/2021

25th January, 2021

Ms. Bencey Sabu
Puthenparambil Thombikandom P.O,
Chethakkal, Ranny Edamon,
Pathanamthitta, Kerala - 689676.

Appointment Letter

Dear Bencey,

With reference to your interview & subsequent discussions you had with us, we are pleased to inform you that you are appointed as **"Staff Nurse"** on the following terms and conditions:-

TERMS AND CONDITIONS

1. The appointment is effective from **25th January 2021** and this date will be taken as your date of joining our hospital.

2. **EMP CODE:** You will have to submit three photographs, photo copies of your testimonials, PAN card for office record and you will have to register finger print in Biometric System while coming IN & going OUT of the office every day. Your employee Code No is **NS5682.**

3. **PROBATION**: You will on probation for a period of 6 months from the date of your joining. During this period, your ability, conduct, performance & attendance etc. will be under observation. You will continue to be on probation until your services are confirmed in writing. The probation period can be extended at the sole discretion of the Management. During probation or after confirmation your services can be terminated/discontinued through a two month notice in writing or two month Gross salary in lieu there off.

4. In the event of termination/discontinuation of services /retirement you shall handover charges and surrender all documents, files, instruments, uniform, hostel accommodation, if provided to you by the management and any other things in your possession, belonging to the hospital to your H.O.D, failing which the hospital can deduct an amount equal to the value of such items from your dues payable to you.

5. Your future increments or promotion or any other salary increase shall be based on merit considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management and shall not be considered merely as a matter of right.

BHATIA GENERAL HOSPITAL TRUST
Add. : Tukaram Javji Road, Tardeo,
Mumbai - 400 007
Tel. : +91 22 6666 0000 / 23836000
E-mail : info@bhatiahospital.org
Web : www.bhatiahospital.org

PATIENT SAFETY & QUALITY OF CARE
NABH
PRE ACCREDITED

bhatia hospital

6. **SALARY:** You will be paid a consolidated salary of Rs. **20,000/-** p.m.

7. You shall retire from the services of the hospital on attaining **60** years of age.

8. Your date of birth for the purpose of hospital's record is entered as **13/09/1998** as per the Xerox copies of the certificates self-attested & submitted by you.

9. **LEAVES:** You are not entitled for any kind of leaves during probation. You are entitled for Paid Holidays declared by Management falling in a calendar year or substitute if required provided your H.O.D. permits you to avail the same. After confirmation you are entitled for 8 days Casual leaves, 7 days Sick leaves and 25 days Privilege Leaves on prorated basis.

10. **GRATUITY:** Gratuity shall be paid as per the payment of Gratuity Act and Rules made there under.

11. **MEDICAL BENEFITS:** After Confirmation you are entitled for In house Medical Benefits/Facility for hospitalization in this hospital, as per policy issued dated 4th April, 2018 incase above policy change in future with the permission of hospital management you have to abide and follow the same. Your In house medical benefits/ facility limit up to Rs.2,00,000/-(Rupees Two lakh only) per annum for self, spouse and first two children until they attain the age of 18 years, or become wage earners whichever is earlier in case of married employee. In case of unmarried employee not exceeding Rs. 2,00,000/-(Rupees Two lakh only)per annum for self. On cessation of employment, said policy will come to an end. You are entitled for medical benefit/facility as per your grading level.

12. You will not be entitled to any other benefits, which are not mentioned in this letter.

13. **REPORTING & TRANSFER:** You will be reporting to your HOD's/ Top Nursing authority or any Officer as may be delegated from time to time by the Management. You are liable to be transferred from one Department/ward to another Department /ward of the hospital without any additional remuneration or notice thereof.

14. The Management shall have the right to transfer your service and you will have to work as per the instructions/directions of the management of the Institution in any of its units/projects/department situated in India/abroad whether in existence today or not.

15. You will diligently and faithfully serve the hospital and perform all duties entrusted to you from time to time.

BHATIA GENERAL HOSPITAL TRUST
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Web : www.bhatiahospital.org

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bhatia hospital

16. **DUTY TIMING & WEEKLY OFF:** You will have to work 8½ hours daily & shift rotation if required. You will be required to work 48 hours in a week excluding ½ hours lunch time daily.

17. The management services the right to utilize your services in any department/section and/ or in any shift you will abide by the timing rosters of the institute.

18. Whenever and wherever needed you may be called on emergency duly while not on duty/ off duty or may be required to stay beyond working hours in the interest of the patients.

19. **UNIFORM:** As per the pattern fixed by the Hospital, you will be provided with two sets of uniforms.

20. **SECRECY**: You shall maintain total secrecy of the work assigned to you and shall not divulge to any other person any confidential matter that might come to your knowledge by virtue of your association with us.

21. Management expects you to be sincere, faithful, honest, hardworking and totally dedicated to your job. You shall diligently and effectively carry out the duties assigned to you from time to time.

22. You shall not participate in any act subversive of discipline and shall not do anything which may be prejudicial to the interest of the Hospital. You shall inform the Management in case you happen to know about any subversive activities of any employee or any other persons against the hospital or its interest.

23. During your employment with the hospital, you will devote your whole time and attention to the interest of the hospital and will not engage yourself in any other work either paid or in honorary capacity.

24. You shall abide by the Model Standing Orders/Rules and regulations that are in force in the hospital and/or any modification that are effected from time to time.

25. You will be subject to all the hospital's rules and regulations regarding discipline, working hours etc. as in force and as amended from time to time.

26. Employees in supervisory/managerial cadre will be required to supervise/ manage the affairs of their respective section/departments/floors and will be responsible for the work and conduct of the workmen/other employees under their supervision in their department.

BHATIA GENERAL HOSPITAL TRUST
Add. : Tukaram Javji Road, Tardeo, Mumbai - 400 007
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Web : www.bhatiahospital.org

PATIENT SAFETY & QUALITY OF CARE
NABH
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bhatia hospital

27. The management of Bhatia hospital may not be held responsible for any act of negligence on the part of treating doctors and/or nurses and the hospital will stand indemnified for this purpose.

28. Further if any declaration given or information furnished by you proves to be false of if it is found that you have willfully suppressed any material information you will be liable to (a) removal form the service of the institute and (b) such other action as may be deemed necessary.

29. You shall be abiding rules and regulation of hospital management as well as all Employees Manual & Leave rule and regulation also to be followed of Bhatia hospital.

30. In case of gross misconduct, negligence and irresponsible behavior, sexual harassment/absent without prior permission or sanction (In writing) your services will be terminated with immediate effect and you will hand over all projects that may have been entrusted to you fulfill your duties.

31. You shall promptly notify the Management of any changes in your residential address and civil status.

32. Your services are liable to be terminated at any time:-

1) If During probation or after confirmation, in case you are found to be medically unfit by the hospital authorized medical practitioner on examination.

2) If the hospital comes to know about any conviction by the Court of Law during the tenure of your service with us or conviction and/or any bad record in the past under the previous employer, or because of your giving false information at the time of your appointment or concealed any material information or given any false details in the application form or otherwise with regard to Age. Education, qualification, experience & salary etc.

3) After confirmation your service can be discontinued by giving two month's notice in writing or payment in lieu thereof.

4) Your appointment will be terminated at any time without assigning any reason by one month's notice in writing. Your appointment can be terminated by the Hospital without notice, by payment to you of an equivalent to one month salary. In case you leave our employment without notice, we shall have the right to deduct as liquidated damage an amount salary from the monies/dues that may be payable to you.

BHATIA GENERAL HOSPITAL TRUST
Add. : Tukaram Javji Road, Tardeo,
Mumbai - 400 007
Tel. : +91 22 6666 0000 / 23836000
E-mail : info@bhatiahospital.org
Web : www.bhatiahospital.org

PATIENT SAFETY & QUALITY OF CARE
NABH
PRE ACCREDITED

bhatia hospital

33. You are request to please return the duplicate copy of this letter duly singed by you, as a token of your acceptance of this appointment, on the terms and conditions mentioned hereinabove.

For BHATIA HOSPITAL

THE BHATIA GENERAL HOSPITAL

Nitin Warde
Head- Human Resources

Cc:

1) Time Office.
2) Accounts Dept.
3) Personal File.

I, **Bencey Sabu** have read the above terms & conditions & explained to me in the language understood by me and I accept the same fully and agree to the same.

SIGNATURE: _____

BHATIA GENERAL HOSPITAL TRUST

Add. : Tukaram Javji Road, Tardeo, Mumbai - 400 007
Tel. : +91 22 6666 0000 / 23836000
E-mail : info@bhatiahospital.org
Web : www.bhatiahospital.org

PATIENT SAFETY & QUALITY OF CARE
NABH
PRE ACCREDITED

SANDESH EDUCATION CULTURAL SOCIETY®

S V College of Nursing

Recognized By Government of Karnataka, KSNC Affiliated to RGUHS, Syllabus prescribed by INC

Date :

Ref no: SVCON/03/2020/21 Date:23-03-2021

To,
Mr. RATNADEEP DAS
Bangalore.

Dear Sir

APPOINTMENT ORDER

With reference to your application dated 23-03-2021 and based on subsequent interview held with us, we are pleased to inform you that you have been appointed as an **Tutor** in our S V College of Nursing with effect from 01-04-2021.

You are hereby informed to report to the duty on 01-04-2021 to the undersigned for the above post. However, the terms & conditions of appointment as per the norms of Sandesh Education, Cultural Society.

Thanking You

Authorized Signatory

PRINCIPAL
S V COLLEGE OF NURSING
BANGALORE - 562 123.

No:53/2, Thotagere Village, Makali -Alur Main Road, Dasanpura Hobli, Bangalore North Taluk, Bangalore-562 123
Email:svnsgcollege@gmail.com

Scanned with CamScanner

HAPPIEST HEALTH SYSTEMS PRIVATE LIMITED
Regd. Office: 747, 18th Main, 6th Block, Koramangala,
Bengaluru - 560095, Karnataka, India.
CIN: U85190KA2021PTC145552
Phone: +91 80 2553 2580
Email: info@happiesthealth.com
Website: www.happiesthealth.com

16 February 2022

ABHINAV A DINESH

Dear Abhiniv A

We are very happy that you have chosen to pursue your career with us at **Happiest Health Systems Private Limited** (hereinafter referred to as "Happiest Health"). It is our pleasure to have you on board as a full-time team member in the role of **Content Associate** with effect from **16 February 2022,** andyou will be based in Bangalore.

People are an integral part of our business, and their happiness, health and wellness are of utmost importance for us. All our systems, policies and practices are crafted to foster an open culture, enabling our people to discover their potential and participate in shaping their own work life experience and increase engagement.

The following pages define the Engagement Agreement ("Agreement") between Happiest Health and you.

Your remuneration package is as listed in Annexure 1, Benefits package in Annexure 2 and detailed Terms and Conditions are listed in Annexure 3.

Please sign on all pages of this Agreement and resend the same to us for our records.

We look forward to a happy, long, productive, and harmonious relationship between you and Happiest Health.

For Happiest Health Systems Private Limited

Meenakshi K C

05 / 17 / 2020

Accepted

Abhinav A Dinesh

05 / 17 / 2020

HAPPIEST HEALTH SYSTEMS PRIVATE LIMITED
Regd. Office: 747, 18th Main, 6th Block, Koramangala, Bengaluru - 560095, Karnataka, India.
CIN: U85190KA2021PTC145552
Phone: +91 80 2553 2580
Email: info@happiesthealth.com
Website: www.happiesthealth.com

16 February 2022

BHAGYASHREE M

Dear Bhagyashree,

We are very happy that you have chosen to pursue your career with us at **Happiest Health Systems Private Limited** (hereinafter referred to as "Happiest Health"). It is our pleasure to have you on board as a full-time team member in the role of **Content Associate** with effect from **16 February 2022,** and you will be based in Bangalore.

People are an integral part of our business, and their happiness, health and wellness are of utmost importance for us. All our systems, policies and practices are crafted to foster an open culture, enabling our people to discover their potential and participate in shaping their own work life experience and increase engagement.

The following pages define the Engagement Agreement ("Agreement") between Happiest Health and you.

Your remuneration package is as listed in Annexure 1, Benefits package in Annexure 2 and detailed Terms and Conditions are listed in Annexure 3.

Please sign on all pages of this Agreement and resend the same to us for our records.

We look forward to a happy, long, productive, and harmonious relationship between you and Happiest Health.

For Happiest Health Systems Private Limited

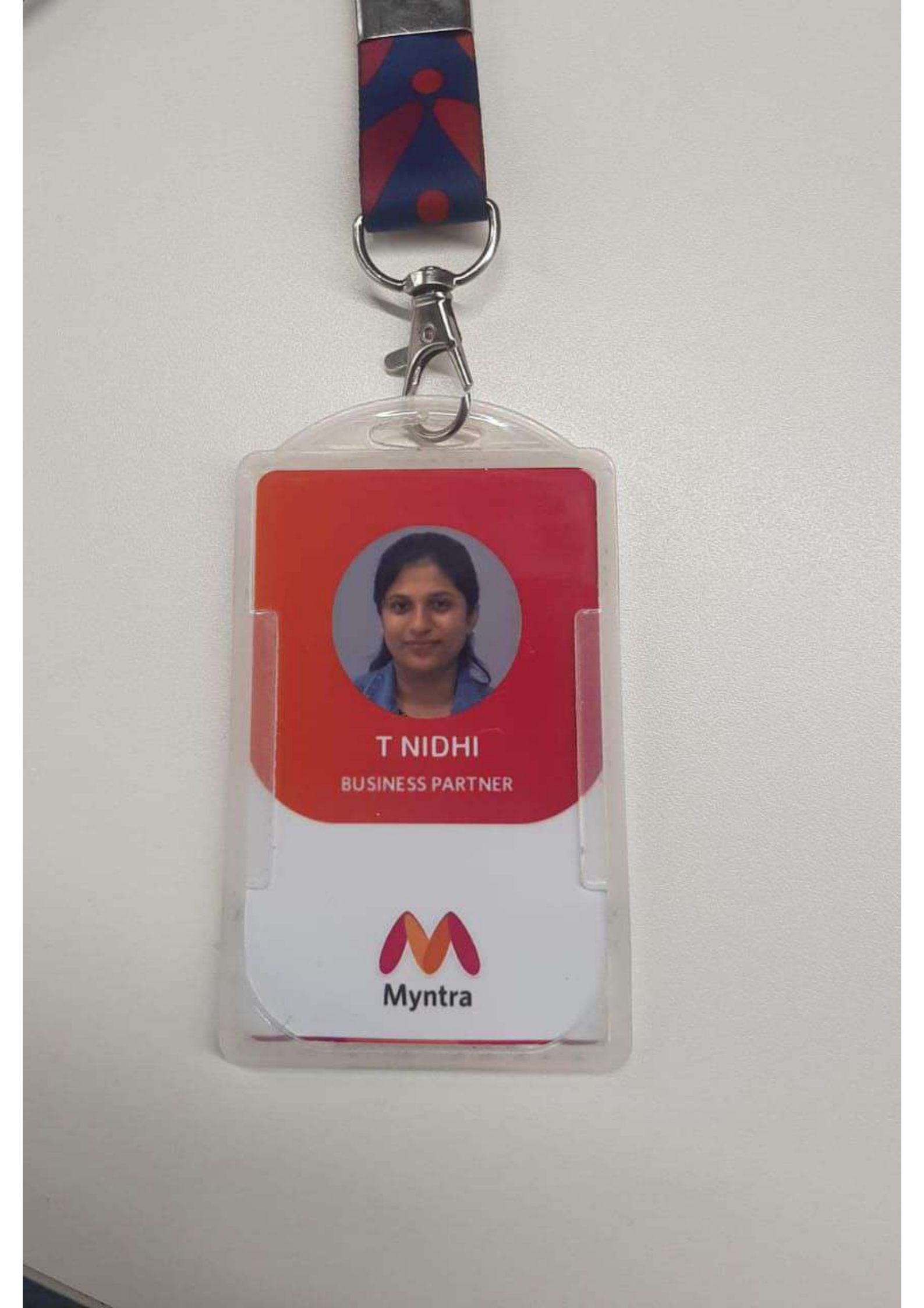
Meenakshi K C
Chief People Officer

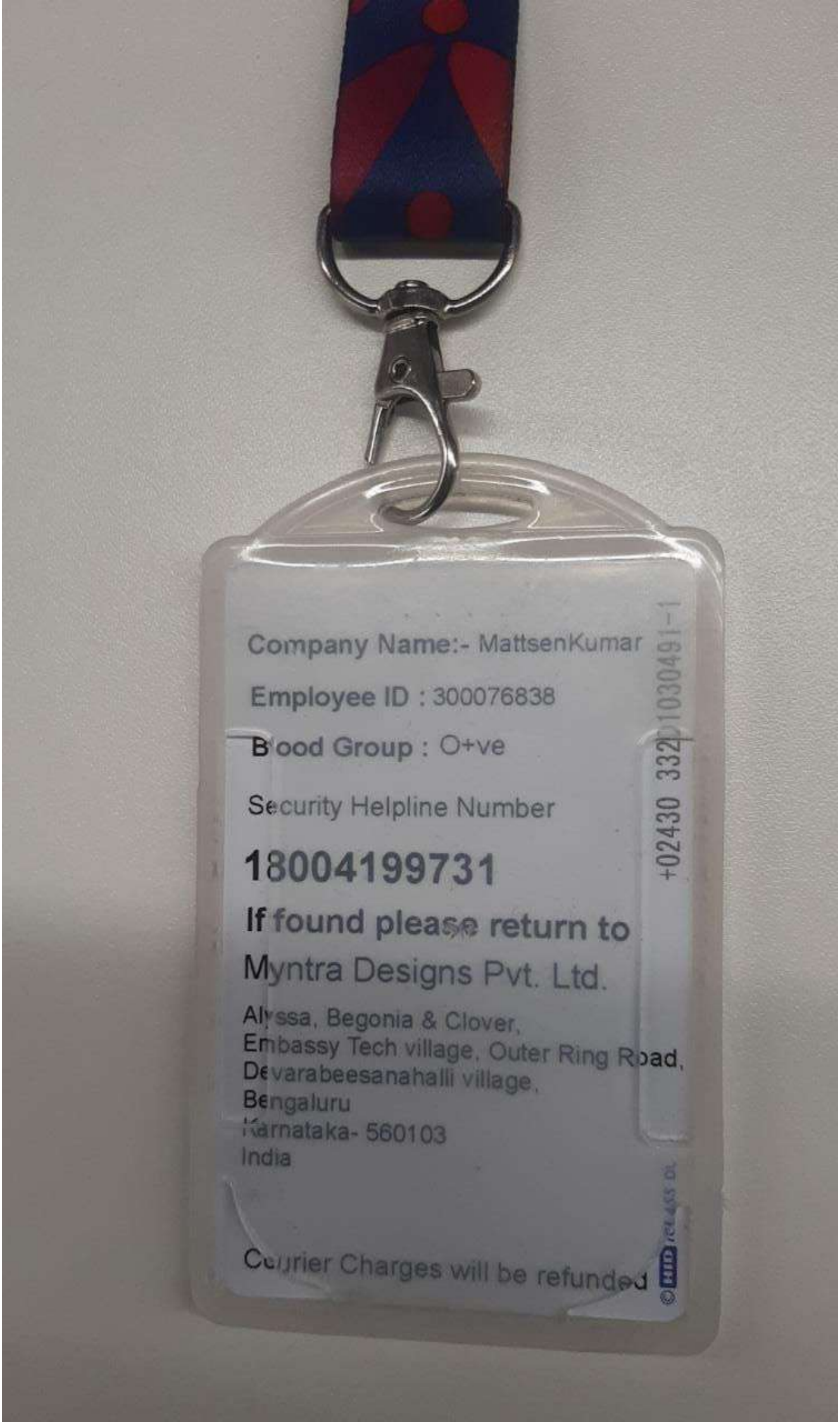
05 / 17 / 2020

Accepted

Bhagyashree M

05 / 17 / 2020


T NIDHI
BUSINESS PARTNER
Myntra


Company Name:- MattsenKumar
Employee ID : 300076838
Blood Group : O+ve
Security Helpline Number
18004199731
If found please return to
Myntra Designs Pvt. Ltd.
Alyssa, Begonia & Clover,
Embassy Tech village, Outer Ring Road,
Devarabeesanahalli village,
Bengaluru
Karnataka- 560103
India
Courier Charges will be refunded
+02430 332 1030491-1

Boston University Metropolitan College
Graduate Admissions
1010 Commonwealth Avenue, 3rd Floor
Boston, Massachusetts 02215

May 4, 2020

Preksha Pankaj Welankiwar
#D-7, Pradhan Pelican, Avni Sringeri Nagar Nyanappanahalli, BTM 6th Stage, Off Bannerghatta Road
Bangalore, IN-KA 560076
India

Dear Prerana Kumar:

Congratulations! After careful review of your academic background and credentials, I am extremely pleased to offer you admission to the Master of Science in Global Marketing Management program at Boston University's Metropolitan College (MET). Your hard work and commitment to succeed have earned you this prestigious honor.

As a student at MET, you'll engage in a vibrant learning community and gain real-world, hands-on knowledge to help you achieve your personal goals and career objectives. You will participate in an exciting exchange of ideas—a spirit of innovation that reaches far beyond the classroom into the global arena. You will connect with students and faculty from around the world, engaging in new perspectives, fresh challenges, and novel solutions. A truly exceptional experience is all here, waiting for you.

You have received an email with a link to respond to this offer of admission. You will need to inform us of your intent to enroll no later than 30 days from the date of this letter in order to move forward in our enrollment process.

Please be aware that we do not yet have your official college transcripts on file. Boston University requires the electronic submission of an official college transcript directly from your University Registrar's office certifying your Bachelor's Degree (with degree completion date) prior to the start of your first course.

If you have any questions, please contact our Graduate Admissions office at 617.353.6000. We are excited for you to be joining our community and wish you a successful and enjoyable educational experience in our program.

Sincerely,

Tanya Zlateva

Tanya Zlateva
Dean, Metropolitan College

accenture

January 14, 2020

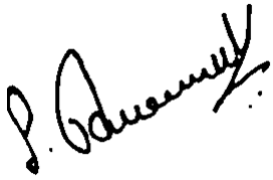
TO WHOMSOEVER IT MAY CONCERN

Dayananda H M
Employee Number: 13319389
Bengaluru

This is to confirm that the stated employee is employed with our organization since October 27, 2020.He/She is currently designated as Management Level 13.

This confirmation is being given at the request of the employee in order to produce proof of employment.

Yours Sincerely



Syed Ulla
Lead Personnel Administration - HRSS India

Accenture Solutions Private Limited

For any further queries reach out to India.HRSS.ESL@accenture.com.

Accenture Solutions Pvt. Ltd.
IBC Knowledge Park, 4/1, Bannerghatta Road • Bangalore 560 029
Tel : 080 4106 0000 • Fax : 080 4106 0001

Registered Office:
Accenture Solutions Pvt. Ltd.
Plant-3, Godrej & Boyce Complex, LBS Marg
Vikhroli (W), Mumbai 400079. Maharashtra • India.
Tel : 022 6600 3000 • Fax : 022 4044 4420
CIN U72400MH1990PTC057492

accenture

January 14, 2020

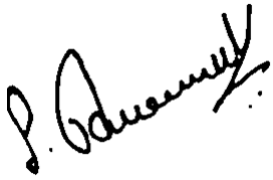
TO WHOMSOEVER IT MAY CONCERN

Rishika Dipaka Patel
Employee Number: 13319390
Bengaluru

This is to confirm that the stated employee is employed with our organization since October 27, 2020.He/She is currently designated as Management Level 13.

This confirmation is being given at the request of the employee in order to produce proof of employment.

Yours Sincerely



Syed Ulla
Lead Personnel Administration - HRSS India

Accenture Solutions Private Limited

For any further queries reach out to India.HRSS.ESL@accenture.com.

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Vikhroli (W), Mumbai 400079. Maharashtra • India.
Tel : 022 6600 3000 • Fax : 022 4044 4420
CIN U72400MH1990PTC057492

January 17, 2020

Dear Saboor Ali,

Content For Good Private Limited, a subsidiary of Your Story Media Private Limited, is pleased to offeryou the role of **Social Media Associate** based out of Bangalore. This offer is released upon successful completion of the selection process.

Other terms and conditions of your offer are as follows:

1. Your annual total Cost to the Company (CTC) will be INR **5,75,000**/-. This amount is payable in accordance with the company's standard payroll practices. Details of your compensation break up are shared in the Annexure below.
2. Your employment with the Company would commence on **January 23, 2023**
3. You will report to **Mr. Aaron Karthik**.
4. We will review your performance and contribution at the end of 3 months.
5. You will be given additional information about company's, policies & benefit programs upon joining. Please note that your position is a whole time employment with the company and you shall devote yourself exclusively to the company's business activities.
6. You will be required to sign our *Confidentiality, Non-disclosure and Intellectual Property Agreement* on joining us. Please submit the following documents that verify your identity to work. These documents are mandatory subject to which your detailed employment contract letter will be released.
    a) Signed Contract
    b) 2 Passport size photographs
    c) Original & photocopies of Educational certificates (10th, 12th, Graduation & PG, if any) and certificates of any courses done
    d) Address proof (Voter's id, Driving license, Passport)
    e) References of two professionals (Mail id, Phone number, Work details)
    f) Relieving Letter (original)
    g) Pay slip for two months prior to date of joining

Shahal, we welcome you to the YourStory family. Looking forward to a long-term mutual association.

Satvika Sharma

For **Content For Good Private Ltd.,**

I hereby agree to accept the terms and conditions of engagement outlined above and will be joining on **January 23, 2020.**

Saboor Ali Signature: _____

Annexure: Salary Break up

Particulars	Per Month(INR)	Annual(INR)
Basic Salary	19350	232201
HRA	7740	92880
Other Allowance	10760	129120
Statutory Bonus	850	10200
RFB*	7417	88999
Employers contribution to PF	1800	21600
Fixed Pay	**47917**	**575000**

1. All payments indicated above will be made subject to deduction of tax at applicable rates
2. Contribution to PF mentioned above is the minimum amount of contribution.

* RFB is a component which can be claimed as non-taxable portion as an option, else comes as a part of taxable salary. The amount mentioned against RFB above is the maximum possible allocation. The actual number will depend on the amount you finally choose to put under this category & the prescribed reimbursement process.

Terms and Conditions of Employment

1. Personal Information: Company may, in connection with your employment, receive personal and sensitive personal information relating to you or third parties associated with you (such as your spouse, children or dependents). Such information may be received from you, from other sources, or may be recorded directly or indirectly by internal systems or by other means. You authorize the Company, its affiliates and subsidiaries, by itself or through its services providers to collect, store, transfer or otherwise process such information for recruitment, management of employment relationship and other employment purposes, compliance with legislation and policies, security and business continuity, maintaining business structure and other legitimate business purposes.

   You shall treat all personal and sensitive personal information to which you may have access in the course of your employment strictly in accordance with the applicable laws, Company policies and values, and not use any such information other than in connection with the purposes for which it was disclosed to you. Company systems allow you to check and update certain personal information obtained from you. It is your responsibility to ensure that such information is kept up to date. Company implements appropriate security measures designed to prevent unlawful or unauthorized processing of such information.

2. Termination: Your employment may be terminated at the instance of either party only by giving to the other party 2 calendar months' prior written notice provided that the Company may if it shall so choose pay 2 months' prior written notice or salary in lieu thereof.

3. Representation and Warranties:

   a. You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are materially inconsistent with your obligations under this Agreement.
   b. In connection with your Employment, you shall not use or disclose any trade secrets or other proprietary information or intellectual property in which you or any other person has any right, title or interest and your Employment will not infringe or violate the rights of any other person.
   c. You represent and warrant to the Company that you have returned all property and confidential information belonging to any prior employer, other than confidential information that has become generally known to the public or within the relevant trade industry.
   d. You shall serve the Company in India in connection with the business either of the Company or one of the Associated Companies as the Company may at any time or from time to time direct. ("Associated Companies" shall mean and include any and every Company in which at least 25% in the aggregate of the Ordinary Share Capital is for the time being held by or in the beneficial ownership of the Company and/or any of its associated companies or Holding Company)
   e. You shall not have any claim whatever against the Company or any of its Associated Companies for any extra service, unless for such payment (if any) as may have been expressly agreed to in writing prior to such services being rendered.
   f. During the employment period, if you are required to travel or stay outside your location, you shall be entitled to reimbursement of reasonable expenses as per the travel policy of the Company, applicable from time to time.
   g. You shall not, during the continuance of this engagement, be engaged, concerned, or interested directly or indirectly, in any other occupation, business or employment whatever without the previous consent in writing of the Company, but shall devote your time, attention and abilities exclusively to the performance of your duties hereunder and shall in all respects obey and conform to the Company's orders and regulations, and well and faithfully serve the Company, and use best endeavors to promote the interests hereof, and of the business in which you shall for the time being be engaged. During such time as you may be engaged in connection with the business of any of the Associated Companies you shall at all times readily conform to obey and execute all lawful orders which may be issued to you by such Associated Company.
   h. You shall not, unless directed by the company, either during the continuance of this

engagement or thereafter disclose, divulge, or communicate to any person or persons whatsoever any information of a secret or confidential character relating to the trade or business of the Company or of the Associated Companies or to the strategies, plans, methods, process, appliances, machinery or plant used by them, or by any of them or to any activities or experiments made by them, or any of them, or by any persons in their employ, or relating to the prices paid or charged by, or the customers or suppliers of the Company or its Associated Companies.

4. Intellectual Property:
    a. All Intellectual Property rights in any work or material developed/co developed/ conceptualized directly or indirectly by you during the course of your employment shall be considered 'Works made for Hire' under the Intellectual Property laws and shall belong to and be the property of the Company and you confirm and accept that you shall not be entitled to claim any rights over any such Intellectual Property.
    b. If required by the Company, during or after the Employment Period, you shall assign and transfer in favour of the Company or, at the request of the Company, in favour of any of its subsidiary, affiliate or customers, all Intellectual Property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary, affiliate or customers as the Company may require, any and all Intellectual Property rights and benefits in such works or materials. In performance of your duties and responsibilities you shall not use or infringe any intellectual Property or rights of the Company or of any other third party/s.
    c. You shall, at the request and cost of the Company, take all necessary steps to procure the granting of Letters of Patent in India and similar protection abroad in the Joint names of the Company and yourself in respect of such invention, and upon such Letters of Patent and/or similar protection being granted, shall, at the request and costof the Company, execute all assignments, licenses, and other documents required bythe Company to deal with the said Letters of Patent and/or similar protection in such manner as the Company may think fit. Should the Company so desire the said invention shall not be made the subject of Letters of Patent or similar protection, but shall be worked by the Company, and all or any of its Associated Companies as a secret process, and in such case, you undertake not to disclose, divulge or communicate any information relating to such invention to any other person or persons whatsoever.
    d. All the provisions hereinbefore contained regarding any invention or patent shall apply to any design which during the continuance of this Agreement, you shall become entitled to register, the registration thereof being deemed to be equivalent to the grant of Letters of Patent, and any other necessary changes being made.

5. If at any time hereafter it shall be agreed between the Company and yourself that an alteration shall be made in your duties or place of employment, such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.
6. Non-Compete: You shall not do or indulge in any of the following, without the prior written consent of the Company:
    a. Compete: During the Employment Period and for a period of at least 6 (Six) months after the Employment Period, you shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with your obligations to the Company;
    b. Solicit Business: During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit, endeavor to solicit, influence or attempt to influence any client, existing or prospective customers or other person, directly or indirectly, to purchase any product in lieu of Company's products and/or services, to any person, firm, corporation, institution or other entity in competition with the business of the Company;
    c. Solicit Personnel: During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or

engagement with the Company or become the employee of or directly or indirectly offer services in any form or manner to himself or any person or entity which is a competitor of the Company.

d. You acknowledge and agree that the compensation stated this letter is sufficient consideration for you to agree to non-compete and non-solicitation
e. You acknowledge and agree that violation of the covenants and obligations with respect to non-compete and non-solicitation as set forth above will cause the Company, irreparable injury. Therefore, you agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have against you as provided under laws.

7. You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom, you may be having official dealings.
8. You will have access to the employee portal which will have Company's Code of Conduct, Privacy Policy Guide, IT Usage Policy, Safety and Environment policy and other policies of the company. You are required to go through the same and understand them.
9. You agree to abide by the principles set out in the document, breach of which, can have serious consequences including dismissal from service. If you are at any time found to be guilty of misconduct, commit any breach of this Agreement, or refuse or willfully neglect to perform to the satisfaction of the Company or any of the Associated Companies in connection with whose business you may be engaged all or any of the duties devolving upon you under this Agreement, the Company may at once, without any previous notice, terminate your appointment.
10. Unless in case of earlier termination of this appointment due to a plausible cause, you shall retire on your 60th birthday or the day immediately preceding such date, if your birthday does not fall on a working day.
11. This Agreement and all of your rights and obligations hereunder are personal to you and may not be transferred or assigned by you at any time. The Company may assign its rights under this agreement to any entity that assumes the Company's obligations hereunder in connection with any sale or transfer of all or a substantial portion of the Company's assets to such entity.
12. No provision of this Agreement shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by you and by an authorized officer of the Company. Notwithstanding the above, in the event of a change in role, grades, promotions or other changes made in your employment and informed to you by the authorized officer of the Company, the applicable policies to such change in role, grades, promotion or other employment changes shall apply to you from the effective date of such change. To that extent, such change in applicable policies will be considered an amendment of this Agreement and your continued employment will be constituted as agreement to applicable policies from time to time.
13. No waiver by either party of any breach of, or of compliance with, any condition or provision of this Agreement by the other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.

We request you to sign the copy of this letter in token of your acceptance.

I hereby agree to accept the terms and conditions of employment**.**

Shahal M

January 17, 2020

Dear Namrata Kadecha

Content For Good Private Limited, a subsidiary of Your Story Media Private Limited, is pleased to offeryou the role of **Social Media Associate** based out of Bangalore. This offer is released upon successful completion of the selection process.

Other terms and conditions of your offer are as follows:

1. Your annual total Cost to the Company (CTC) will be INR **5,75,000**/-. This amount is payable in accordance with the company's standard payroll practices. Details of your compensation break up are shared in the Annexure below.
2. Your employment with the Company would commence on **January 23, 2020**
3. You will report to **Mr. Aaron Karthik**.
4. We will review your performance and contribution at the end of 3 months.
5. You will be given additional information about company's, policies & benefit programs upon joining. Please note that your position is a whole time employment with the company and you shall devote yourself exclusively to the company's business activities.
6. You will be required to sign our *Confidentiality, Non-disclosure and Intellectual Property Agreement* on joining us. Please submit the following documents that verify your identity to work. These documents are mandatory subject to which your detailed employment contract letter will be released.
    a) Signed Contract
    b) 2 Passport size photographs
    c) Original & photocopies of Educational certificates (10th, 12th, Graduation & PG, if any) and certificates of any courses done
    d) Address proof (Voter's id, Driving license, Passport)
    e) References of two professionals (Mail id, Phone number, Work details)
    f) Relieving Letter (original)
    g) Pay slip for two months prior to date of joining

Shahal, we welcome you to the YourStory family. Looking forward to a long-term mutual association.

Satvika Sharma

For **Content For Good Private Ltd.,**

I hereby agree to accept the terms and conditions of engagement outlined above and will be joining on **January 23, 2020.**

Namrata Kadecha Signature:

Annexure: Salary Break up

Particulars	Per Month(INR)	Annual(INR)
Basic Salary	19350	232201
HRA	7740	92880
Other Allowance	10760	129120
Statutory Bonus	850	10200
RFB*	7417	88999
Employers contribution to PF	1800	21600
Fixed Pay	**47917**	**575000**

1. All payments indicated above will be made subject to deduction of tax at applicable rates
2. Contribution to PF mentioned above is the minimum amount of contribution.

* RFB is a component which can be claimed as non-taxable portion as an option, else comes as a part of taxable salary. The amount mentioned against RFB above is the maximum possible allocation. The actual number will depend on the amount you finally choose to put under this category & the prescribed reimbursement process.

Terms and Conditions of Employment

1. Personal Information: Company may, in connection with your employment, receive personal and sensitive personal information relating to you or third parties associated with you (such as your spouse, children or dependents). Such information may be received from you, from other sources, or may be recorded directly or indirectly by internal systems or by other means. You authorize the Company, its affiliates and subsidiaries, by itself or through its services providers to collect, store, transfer or otherwise process such information for recruitment, management of employment relationship and other employment purposes, compliance with legislation and policies, security and business continuity, maintaining business structure and other legitimate business purposes.

   You shall treat all personal and sensitive personal information to which you may have access in the course of your employment strictly in accordance with the applicable laws, Company policies and values, and not use any such information other than in connection with the purposes for which it was disclosed to you. Company systems allow you to check and update certain personal information obtained from you. It is your responsibility to ensure that such information is kept up to date. Company implements appropriate security measures designed to prevent unlawful or unauthorized processing of such information.

2. Termination: Your employment may be terminated at the instance of either party only by giving to the other party 2 calendar months' prior written notice provided that the Company may if it shall so choose pay 2 months' prior written notice or salary in lieu thereof.

3. Representation and Warranties:

   a. You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are materially inconsistent with your obligations under this Agreement.
   b. In connection with your Employment, you shall not use or disclose any trade secrets or other proprietary information or intellectual property in which you or any other person has any right, title or interest and your Employment will not infringe or violate the rights of any other person.
   c. You represent and warrant to the Company that you have returned all property and confidential information belonging to any prior employer, other than confidential information that has become generally known to the public or within the relevant trade industry.
   d. You shall serve the Company in India in connection with the business either of the Company or one of the Associated Companies as the Company may at any time or from time to time direct. ("Associated Companies" shall mean and include any and every Company in which at least 25% in the aggregate of the Ordinary Share Capital is for the time being held by or in the beneficial ownership of the Company and/or any of its associated companies or Holding Company)
   e. You shall not have any claim whatever against the Company or any of its Associated Companies for any extra service, unless for such payment (if any) as may have been expressly agreed to in writing prior to such services being rendered.
   f. During the employment period, if you are required to travel or stay outside your location, you shall be entitled to reimbursement of reasonable expenses as per the travel policy of the Company, applicable from time to time.
   g. You shall not, during the continuance of this engagement, be engaged, concerned, or interested directly or indirectly, in any other occupation, business or employment whatever without the previous consent in writing of the Company, but shall devote your time, attention and abilities exclusively to the performance of your duties hereunder and shall in all respects obey and conform to the Company's orders and regulations, and well and faithfully serve the Company, and use best endeavors to promote the interests hereof, and of the business in which you shall for the time being be engaged. During such time as you may be engaged in connection with the business of any of the Associated Companies you shall at all times readily conform to obey and execute all lawful orders which may be issued to you by such Associated Company.
   h. You shall not, unless directed by the company, either during the continuance of this

engagement or thereafter disclose, divulge, or communicate to any person or persons whatsoever any information of a secret or confidential character relating to the trade or business of the Company or of the Associated Companies or to the strategies, plans, methods, process, appliances, machinery or plant used by them, or by any of them or to any activities or experiments made by them, or any of them, or by any persons in their employ, or relating to the prices paid or charged by, or the customers or suppliers of the Company or its Associated Companies.

4. Intellectual Property:
    a. All Intellectual Property rights in any work or material developed/co developed/ conceptualized directly or indirectly by you during the course of your employment shall be considered 'Works made for Hire' under the Intellectual Property laws and shall belong to and be the property of the Company and you confirm and accept that you shall not be entitled to claim any rights over any such Intellectual Property.
    b. If required by the Company, during or after the Employment Period, you shall assign and transfer in favour of the Company or, at the request of the Company, in favour of any of its subsidiary, affiliate or customers, all Intellectual Property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary, affiliate or customers as the Company may require, any and all Intellectual Property rights and benefits in such works or materials. In performance of your duties and responsibilities you shall not use or infringe any intellectual Property or rights of the Company or of any other third party/s.
    c. You shall, at the request and cost of the Company, take all necessary steps to procure the granting of Letters of Patent in India and similar protection abroad in the Joint names of the Company and yourself in respect of such invention, and upon such Letters of Patent and/or similar protection being granted, shall, at the request and costof the Company, execute all assignments, licenses, and other documents required bythe Company to deal with the said Letters of Patent and/or similar protection in such manner as the Company may think fit. Should the Company so desire the said invention shall not be made the subject of Letters of Patent or similar protection, but shall be worked by the Company, and all or any of its Associated Companies as a secret process, and in such case, you undertake not to disclose, divulge or communicate any information relating to such invention to any other person or persons whatsoever.
    d. All the provisions hereinbefore contained regarding any invention or patent shall apply to any design which during the continuance of this Agreement, you shall become entitled to register, the registration thereof being deemed to be equivalent to the grant of Letters of Patent, and any other necessary changes being made.

5. If at any time hereafter it shall be agreed between the Company and yourself that an alteration shall be made in your duties or place of employment, such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.
6. Non-Compete: You shall not do or indulge in any of the following, without the prior written consent of the Company:
    a. Compete: During the Employment Period and for a period of at least 6 (Six) months after the Employment Period, you shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with your obligations to the Company;
    b. Solicit Business: During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit, endeavor to solicit, influence or attempt to influence any client, existing or prospective customers or other person, directly or indirectly, to purchase any product in lieu of Company's products and/or services, to any person, firm, corporation, institution or other entity in competition with the business of the Company;
    c. Solicit Personnel: During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or

engagement with the Company or become the employee of or directly or indirectly offer services in any form or manner to himself or any person or entity which is a competitor of the Company.

d. You acknowledge and agree that the compensation stated this letter is sufficient consideration for you to agree to non-compete and non-solicitation
e. You acknowledge and agree that violation of the covenants and obligations with respect to non-compete and non-solicitation as set forth above will cause the Company, irreparable injury. Therefore, you agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have against you as provided under laws.

7. You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom, you may be having official dealings.
8. You will have access to the employee portal which will have Company's Code of Conduct, Privacy Policy Guide, IT Usage Policy, Safety and Environment policy and other policies of the company. You are required to go through the same and understand them.
9. You agree to abide by the principles set out in the document, breach of which, can have serious consequences including dismissal from service. If you are at any time found to be guilty of misconduct, commit any breach of this Agreement, or refuse or willfully neglect to perform to the satisfaction of the Company or any of the Associated Companies in connection with whose business you may be engaged all or any of the duties devolving upon you under this Agreement, the Company may at once, without any previous notice, terminate your appointment.
10. Unless in case of earlier termination of this appointment due to a plausible cause, you shall retire on your 60th birthday or the day immediately preceding such date, if your birthday does not fall on a working day.
11. This Agreement and all of your rights and obligations hereunder are personal to you and may not be transferred or assigned by you at any time. The Company may assign its rights under this agreement to any entity that assumes the Company's obligations hereunder in connection with any sale or transfer of all or a substantial portion of the Company's assets to such entity.
12. No provision of this Agreement shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by you and by an authorized officer of the Company. Notwithstanding the above, in the event of a change in role, grades, promotions or other changes made in your employment and informed to you by the authorized officer of the Company, the applicable policies to such change in role, grades, promotion or other employment changes shall apply to you from the effective date of such change. To that extent, such change in applicable policies will be considered an amendment of this Agreement and your continued employment will be constituted as agreement to applicable policies from time to time.
13. No waiver by either party of any breach of, or of compliance with, any condition or provision of this Agreement by the other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.

We request you to sign the copy of this letter in token of your acceptance.

I hereby agree to accept the terms and conditions of employment**.**

Shahal M

Speak Up World Foundation

(Registered under the Section 8 NGO)

Internship Offer Letter

Date: 13th MAY, 2020

Dear BHUPTANI MANISH SOUMYA

We are pleased to offer you, Human Resource Intern, at **Speak Up World Foundation**. The duration of the internship will be a minimum of 3 months starting from the date of joining. We expect your dedication and accountability towards the organization in all the advice, action and results you provide being a representative of our organization.

In return, we are committed to providing you opportunities to the highest level of your ability and potential. During the internship tenure, you will serve various departments: Recruitment & Social work.

As discussed during the telephonic interview, this is a paid internship and HR will receive 7% of the total charity raised by their team. As per perks you will get HR Certificate, Contribution Certificate, Letter of Recommendation (based on your performance), Gold Medal or Trophy (based on your performance), Shout Out on social media platform and one review on LinkedIn (based on your performance). Perks and stipends will be only provided at the end of your tenure. If your internship gets terminated by an organization in between or you left the internship before completion of your tenure then you are not eligible for any stipend and perks.. Again, congratulations and we are looking forward to working with you.

Sincerely,

Speak UP World Foundation New Delhi

Pragya

PRAGYA DALAL
(Director & Co-founder)

ADITYA KUMAR
(Director & Co-founder)

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2nd August, 2021

Dear **SATHWIK G R**

With reference to your application and discussions with our team, it is my pleasure to formally take you aboard as **Associate – Content & Operations** with an annual Salary (Cost- to-Company) of **Rs. 2,40,000/- (in words Two Lakhs and Forty Thousand Only).** This is inclusive of all and as per the terms & conditions explained in Annexure I. We extend this offer and the opportunity it represents with great confidence in your ability. You made a very favorable impression on everyone you met, and we are excited about you joining us. TAMADA MEDIA will endeavor to provide you with outstanding opportunities to enhance your professional development.

This offer is subject to your compliance with our terms & conditions of employment that are enclosed with this letter. Please go through the same and return the duplicate copy of this letter as a token of acceptance within two days failing which this offer letter will stand cancelled.

Please accept my congratulations on this important decision in your career. All of those with whom you met here have also extended their warmest welcome. It is our collective hope that you will set your personal and professional goals high and take full advantage of the many opportunities you will be given by us to realize your full potential.

Sincerely,

Surya Rahul Tamada
Chief Executive Officer

Enclosures

- Appointment Terms (Annexure I)
- List of Documents to be furnished on joining (Annexure II)
- Salary Break-up (Annexure III)

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Annexure I

1. Probation:

1.1 You shall be on probation for a period of three months from the date of joining. The Company may, at its sole discretion, extend the period of probation for a further period.

1.2 Unless otherwise communicated to you in writing, your services with the Company shall stand confirmed at the end of the probation period.

1.3 During probation, you will be required to give a one-month notice in case you decide to leave the services of the Company. Similarly, the Company can terminate your service by giving the same required notice.

2. Appraisal:

2.1 You will receive periodic performance and compensation reviews in accordance with administrative practices of TAMADA MEDIA. Typically, compensation reviews are conducted once a year during the beginning of the calendar year and performance reviews on a quarterly basis.

2.2 Notwithstanding the provisions of Clause 2.1, you acknowledge that it is the Company policy to review the salary payable to its employees for successive financial years.

3. Hours of Work:

TAMADA MEDIA believes in flexi timing. Your working schedule will be decided by your immediate superior manager.

4. Leave:

Your leave will be governed by the leave policy of the Company.

5. Transfers:

5.1 You will be assigned duties and responsibilities by Management from time to time and you are likely to be transferred to any other unit, division or places where the Company or its associates / Promoters have got interest. The terms and conditions of your transfer shall be at the discretion of the Company.

5.2 In the event of transfer or deputation of your services, your salary and other benefits will be determined in accordance with the Company's policies prevalent at that time.

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6. Restraints:

6.1 **Confidentiality of information:** You are required not to indulge, communicate or pass on any information related to a task assigned to you or information on any aspect of the Company to any one internal or external in any form.

6.2 **Confidentiality of Remuneration:** You are required to strictly maintain the secrecy of any information regarding your remuneration/ terms of employment to any other employee of the Company except your head of the department.

6.3 **Ethics:** You are required to deal with the Company's money, material and document (Intellectual property) with utmost honesty and professional ethics.

6.4 **Professional Devotion:** Your position with the Company calls for whole time devotion and you devote yourselves exclusively to the Company. You are required not to engage yourself
simultaneously, in any other gainful or commercial employment/ business; part time or full time; directly or indirectly, as long as you are employed with TAMADA MEDIA or its direct Associates. You are also required not to involve directly or indirectly in any other profitable business connected with the dealings or activities of the Company in any way.

7. Separation Process:

7.1 Either the Company or you may at any time terminate this agreement by giving the other two-month notice in writing. Such resignation will be accepted only if a relieving order is issued by your superior/manager. You agree that in the event you want to leave the company under any unforeseen circumstances without serving the notice period, the company may relieve you with immediate effect by realizing an amount equivalent to one month's Basic salary in lieu of such notice period. Similarly, when the Company proposes to terminate your services, it may do so by paying salary due for the service rendered in lieu of such notice period.

7.2 The Company shall have full right to terminate your employment immediately without notice or payment in lieu of notice if:

7.2.1 You neglect, refuse, disobey, fail or for any reason become unable to perform any of your duties assigned to you from time to time or non-compliance with the Company policies and code of conduct; or

7.2.2 You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an un-discharged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or

7.2.3 You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.

7.2.4 There is a discrepancy in the copy of the documents/certificates given by you as a proof in support of this offer.

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7.2.5 Any discrepancy or misleading fact found during the background check that will be conducted by us or by any independent agency approved by the management.

7.2.6 You are bound to the Termination policy of TAMADA MEDIA.

8. Agreements:

As and when called upon to do so, you agree to sign service agreement(s) requiring you to serve the Company (TAMADA MEDIA) for specified period(s) in the event that:

8.1 You are deputed on Company's project/assignment anywhere in India or abroad and/or
The Company gives you training for any specific purpose in India/Abroad. In such event, if the specified period has not expired at the time you desire to leave the Company's services, then your leaving the Company's services shall be governed by the provisions of any such service agreement(s) signed by you. The service agreement(s) shall be in the form prescribed by the Company of future agreement(s) from time to time. The salient features of the said Agreement(s) are as under:

8.2 You will be required to undergo various specialized training, which the Company may arrange for you from time to time.

8.3 You will be required to work on any project/assignment in India or abroad on which the Company may depute you from time to time.

8.4 You will be required to work with the Company for specified period(s) after completion of any such training and/or deputation to any project/assignment.

8.5 In case of breach of any of the conditions of such service agreement(s), you will be required to pay to the Company a reasonable sum as liquidated damages as specified and agreed upon in such service agreement.

9. Other Terms & Conditions:

9.1 **Post-Employment:** On leaving the services of the Company, you shall not takeup a full-time/part-time employment with any of our customers and Associates for a period of 3 months.

9.2 **Authorization:** You are not authorized to sign any letter, document, and paper as the case may be on behalf of TAMADA MEDIA within or beyond the purview of your role until and unless you have a Power of Attorney or authorization from the Chief Executive Officer of TAMADA MEDIA.

9.3 **Passwords:** Access to our network, development environment and e-mail is through individual's password. For security reason it is essential to maintain confidentiality of the same and should not be shared with anyone. If the password is forgotten, then IT- Admin will reset and allow you to use a new password.

9.4 **Security:** Security is an important aspect of TAMADA MEDIA's communication and office infrastructure. If there is a need for you to take some of the equipment's/ products/ infrastructure out of the office premises for any reason you are required to attain authorization from your immediate manager. You will

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not enter/indulge in any activity, which is detrimental to the company's integrity, security, infrastructure, network, records, property tools etc.

9.5 **Indemnification:** You agree to indemnify the Company for any losses or damages sustained by the Company caused by or related to your breach of any of the provisions contained in this Terms of Employment.

10. Confidentiality:

You agree at all times as part of your employment with the Company, you will be imparted certain information which is confidential in nature to the employment and thereafter (without limit of time); you shall (a) hold the Confidential Information in strictest confidence,and not to use or attempt to use the same, except for the benefit of the Company, and (b) not discloseor divulge the Confidential Information to any person or entity without written authorizationof the Company.

11. Intellectual Property:

You agree that any proprietary rights whatsoever, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall belong to the Company absolutely.

12. Warranty:

12.1 You warrant that your joining the Company will not violate any agreement to which you are or have been a party to.

12.2 You warrant that you will not use or disclose any confidential or proprietary information obtained from a third party prior to your employment with the Company.

12.3 You warrant that you will comply with all TAMADA MEDIA applicable policies and standards and shall perform your services in a manner consistent with the ethical and professional standards of TAMADA MEDIA.

12.4 You warrant that you possess all the requisite certificates, licenses, permits, and work visas, clearances to be able to lawfully perform the services.

13. Non-Compete:

13.1 You accept that during the term of your employment, you will not, directly or indirectly, either alone or jointly with or as manager, agent, consultant or employee of any person, TAMADA MEDIA or company, engage yourself in any activity or business which shall be in competition with the business of the Company.

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13.2 You shall observe and will be governed by the rules and regulations of the Company, the policies, rules and laws of the land and such other or further orders, and instructions issued by the Management from time to time.

The above terms and conditions of employment are based on Company policies, procedures and other rules currently applicable and subject to amendments from time to time.

You are requested to report at 11 AM on your date of joining at the address confirmed by our Recruiter and kindly submit all documents and items as listed in Annexure – II in original to our HR Department verification process. All such documents will be returned after verification keeping photocopies of the same.

Date: 2nd August 2021

I, **SATHWIK G** , have read, understand and agree to the above terms and conditions setforth in this offer letter. I will join TAMADA MEDIA on or before **2nd August 2021**.

Thanking You,

DocuSigned by:

BADE3DF05D2F4D3...

(Name & Signature)

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Annexure II

Following Documents and items are to be submitted, at the time of joining.

- ❑ Copy of this appointment Letter duly signed
- ❑ Photocopies of all educational documents such as degree/ provisional certificate and mark sheets of all semesters (from 10th onwards)
- ❑ Photocopy of Passport (if you do not have a passport, kindly apply for one immediately)
- ❑ Photocopy of PAN (if you do not have a PAN, kindly apply for one immediately)
- ❑ Photographs: Passport size (2)
- ❑ Previous employment service certificates, release letter, residence address proof.
- ❑ Any other relevant certificates/documents.

Speak Up World Foundation

(Registered under the Section 8 NGO)

Internship Offer Letter

Date: 13th MAY, 2020

Dear RAKSHITA P

We are pleased to offer you, Human Resource Intern, at **Speak Up World Foundation**. The duration of the internship will be a minimum of 3 months starting from the date of joining. We expect your dedication and accountability towards the organization in all the advice, action and results you provide being a representative of our organization.

In return, we are committed to providing you opportunities to the highest level of your ability and potential. During the internship tenure, you will serve various departments: Recruitment & Social work.

As discussed during the telephonic interview, this is a paid internship and HR will receive 7% of the total charity raised by their team. As per perks you will get HR Certificate, Contribution Certificate, Letter of Recommendation (based on your performance), Gold Medal or Trophy (based on your performance), Shout Out on social media platform and one review on LinkedIn (based on your performance). Perks and stipends will be only provided at the end of your tenure. If your internship gets terminated by an organization in between or you left the internship before completion of your tenure then you are not eligible for any stipend and perks.. Again, congratulations and we are looking forward to working with you.

Sincerely,

Speak UP World Foundation New Delhi

PRAGYA DALAL
(Director & Co-founder)

ADITYA KUMAR
(Director & Co-founder)

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2nd August, 2021

Dear **AJAY N,**

With reference to your application and discussions with our team, it is my pleasure to formally take you aboard as **Associate – Content & Operations** with an annual Salary (Cost- to-Company) of **Rs. 2,40,000/- (in words Two Lakhs and Forty Thousand Only).** This is inclusive of all and as per the terms & conditions explained in Annexure I. We extend this offer and the opportunity it represents with great confidence in your ability. You made a very favorable impression on everyone you met, and we are excited about you joining us. TAMADA MEDIA will endeavor to provide you with outstanding opportunities to enhance your professional development.

This offer is subject to your compliance with our terms & conditions of employment that are enclosed with this letter. Please go through the same and return the duplicate copy of this letter as a token of acceptance within two days failing which this offer letter will stand cancelled.

Please accept my congratulations on this important decision in your career. All of those with whom you met here have also extended their warmest welcome. It is our collective hope that you will set your personal and professional goals high and take full advantage of the many opportunities you will be given by us to realize your full potential.

Sincerely,

Surya Rahul Tamada
Chief Executive Officer

Enclosures

- ❑ Appointment Terms (Annexure I)
- ❑ List of Documents to be furnished on joining (Annexure II)
- ❑ Salary Break-up (Annexure III)

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Annexure I

1. Probation:

1.1 You shall be on probation for a period of three months from the date of joining. The Company may, at its sole discretion, extend the period of probation for a further period.

1.2 Unless otherwise communicated to you in writing, your services with the Company shall stand confirmed at the end of the probation period.

1.3 During probation, you will be required to give a one-month notice in case you decide to leave the services of the Company. Similarly, the Company can terminate your service by giving the same required notice.

2. Appraisal:

2.1 You will receive periodic performance and compensation reviews in accordance with administrative practices of TAMADA MEDIA. Typically, compensation reviews are conducted once a year during the beginning of the calendar year and performance reviews on a quarterly basis.

2.2 Notwithstanding the provisions of Clause 2.1, you acknowledge that it is the Company policy to review the salary payable to its employees for successive financial years.

3. Hours of Work:

TAMADA MEDIA believes in flexi timing. Your working schedule will be decided by your immediate superior manager.

4. Leave:

Your leave will be governed by the leave policy of the Company.

5. Transfers:

5.1 You will be assigned duties and responsibilities by Management from time to time and you are likely to be transferred to any other unit, division or places where the Company or its associates / Promoters have got interest. The terms and conditions of your transfer shall be at the discretion of the Company.

5.2 In the event of transfer or deputation of your services, your salary and other benefits will be determined in accordance with the Company's policies prevalent at that time.

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6. Restraints:

6.1 **Confidentiality of information:** You are required not to indulge, communicate or pass on any information related to a task assigned to you or information on any aspect of the Company to any one internal or external in any form.

6.2 **Confidentiality of Remuneration:** You are required to strictly maintain the secrecy of any information regarding your remuneration/ terms of employment to any other employee of the Company except your head of the department.

6.3 **Ethics:** You are required to deal with the Company's money, material and document (Intellectual property) with utmost honesty and professional ethics.

6.4 **Professional Devotion:** Your position with the Company calls for whole time devotion and you devote yourselves exclusively to the Company. You are required not to engage yourself
simultaneously, in any other gainful or commercial employment/ business; part time or full time; directly or indirectly, as long as you are employed with TAMADA MEDIA or its direct Associates. You are also required not to involve directly or indirectly in any other profitable business connected with the dealings or activities of the Company in any way.

7. Separation Process:

7.1 Either the Company or you may at any time terminate this agreement by giving the other two-month notice in writing. Such resignation will be accepted only if a relieving order is issued by your superior/manager. You agree that in the event you want to leave the company under any unforeseen circumstances without serving the notice period, the company may relieve you with immediate effect by realizing an amount equivalent to one month's Basic salary in lieu of such notice period. Similarly, when the Company proposes to terminate your services, it may do so by paying salary due for the service rendered in lieu of such notice period.

7.2 The Company shall have full right to terminate your employment immediately without notice or payment in lieu of notice if:

7.2.1 You neglect, refuse, disobey, fail or for any reason become unable to perform any of your duties assigned to you from time to time or non-compliance with the Company policies and code of conduct; or

7.2.2 You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an un-discharged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or

7.2.3 You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.

7.2.4 There is a discrepancy in the copy of the documents/certificates given by you as a proof in support of this offer.

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7.2.5 Any discrepancy or misleading fact found during the background check that will be conducted by us or by any independent agency approved by the management.

7.2.6 You are bound to the Termination policy of TAMADA MEDIA.

8. Agreements:

As and when called upon to do so, you agree to sign service agreement(s) requiring you to serve the Company (TAMADA MEDIA) for specified period(s) in the event that:

8.1 You are deputed on Company's project/assignment anywhere in India or abroad and/or
The Company gives you training for any specific purpose in India/Abroad. In such event, if the specified period has not expired at the time you desire to leave the Company's services, then your leaving the Company's services shall be governed by the provisions of any such service agreement(s) signed by you. The service agreement(s) shall be in the form prescribed by the Company of future agreement(s) from time to time. The salient features of the said Agreement(s) are as under:

8.2 You will be required to undergo various specialized training, which the Company may arrange for you from time to time.

8.3 You will be required to work on any project/assignment in India or abroad on which the Company may depute you from time to time.

8.4 You will be required to work with the Company for specified period(s) after completion of any such training and/or deputation to any project/assignment.

8.5 In case of breach of any of the conditions of such service agreement(s), you will be required to pay to the Company a reasonable sum as liquidated damages as specified and agreed upon in such service agreement.

9. Other Terms & Conditions:

9.1 **Post-Employment:** On leaving the services of the Company, you shall not takeup a full-time/part-time employment with any of our customers and Associates for a period of 3 months.

9.2 **Authorization:** You are not authorized to sign any letter, document, and paper as the case may be on behalf of TAMADA MEDIA within or beyond the purview of your role until and unless you have a Power of Attorney or authorization from the Chief Executive Officer of TAMADA MEDIA.

9.3 **Passwords:** Access to our network, development environment and e-mail is through individual's password. For security reason it is essential to maintain confidentiality of the same and should not be shared with anyone. If the password is forgotten, then IT- Admin will reset and allow you to use a new password.

9.4 **Security:** Security is an important aspect of TAMADA MEDIA's communication and office infrastructure. If there is a need for you to take some of the equipment's/ products/ infrastructure out of the office premises for any reason you are required to attain authorization from your immediate manager. You will

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not enter/indulge in any activity, which is detrimental to the company's integrity, security, infrastructure, network, records, property tools etc.

9.5 **Indemnification:** You agree to indemnify the Company for any losses or damages sustained by the Company caused by or related to your breach of any of the provisions contained in this Terms of Employment.

10. Confidentiality:

You agree at all times as part of your employment with the Company, you will be imparted certain information which is confidential in nature to the employment and thereafter (without limit of time); you shall (a) hold the Confidential Information in strictest confidence,and not to use or attempt to use the same, except for the benefit of the Company, and (b) not discloseor divulge the Confidential Information to any person or entity without written authorizationof the Company.

11. Intellectual Property:

You agree that any proprietary rights whatsoever, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall belong to the Company absolutely.

12. Warranty:

12.1 You warrant that your joining the Company will not violate any agreement to which you are or have been a party to.

12.2 You warrant that you will not use or disclose any confidential or proprietary information obtained from a third party prior to your employment with the Company.

12.3 You warrant that you will comply with all TAMADA MEDIA applicable policies and standards and shall perform your services in a manner consistent with the ethical and professional standards of TAMADA MEDIA.

12.4 You warrant that you possess all the requisite certificates, licenses, permits, and work visas, clearances to be able to lawfully perform the services.

13. Non-Compete:

13.1 You accept that during the term of your employment, you will not, directly or indirectly, either alone or jointly with or as manager, agent, consultant or employee of any person, TAMADA MEDIA or company, engage yourself in any activity or business which shall be in competition with the business of the Company.

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13.2 You shall observe and will be governed by the rules and regulations of the Company, the policies, rules and laws of the land and such other or further orders, and instructions issued by the Management from time to time.

The above terms and conditions of employment are based on Company policies, procedures and other rules currently applicable and subject to amendments from time to time.

You are requested to report at 11 AM on your date of joining at the address confirmed by our Recruiter and kindly submit all documents and items as listed in Annexure – II in original to our HR Department verification process. All such documents will be returned after verification keeping photocopies of the same.

Date: 2nd August 2021

I, **AJAY N**, have read, understand and agree to the above terms and conditions setforth inthis offer letter. I will join TAMADA MEDIA on or before **2nd August 2021**.

Thanking You,

DocuSigned by:

BADE3DF05D2F4D3...
(Name & Signature)

DocuSign Envelope ID: C3AA4CFC-7B4B-4738-807E-537BEE3B7FE8

Annexure II

Following Documents and items are to be submitted, at the time of joining.

- ❑ Copy of this appointment Letter duly signed
- ❑ Photocopies of all educational documents such as degree/ provisional certificate and mark sheets of all semesters (from 10th onwards)
- ❑ Photocopy of Passport (if you do not have a passport, kindly apply for one immediately)
- ❑ Photocopy of PAN (if you do not have a PAN, kindly apply for one immediately)
- ❑ Photographs: Passport size (2)
- ❑ Previous employment service certificates, release letter, residence address proof.
- ❑ Any other relevant certificates/documents.

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GOC Google Operations Center

OFFER LETTER

January 10, 2022

Janetta Noronha
#327 Phillip Villa 1st floor, 11th Cross, 2nd Block,
Vishwapriya Nagar, Begur road,
Bangalore- 560068

Dear **Janetta**

GOC Services India Private Limited ("Company" or "GOC") is pleased to offer you employment as **Tech Process Senior Associate** with the Company on the following terms and conditions. This offer and your continued employment is conditional upon you

(i) being on an active platform and in good standing with your previous employer up until the Commencement Date, as defined below;
(ii) demonstrating that you have a valid right to work in India at all times during your employment and maintaining in force any necessary visas, permits, registrations or licences to enable you to lawfully work for the Company in India;
(iii) successfully completing all background checks required by the Company from time to time, including criminal checks and verification of your employment history;
(iv) providing satisfactory written evidence, on request, that you have obtained all relevant qualifications (including relevant educational qualifications) required for the role; and
(v) you reporting for work as instructed by GOC on the Commencement Date, as defined below.
(vi) at least 10 working days prior to the Commencement Date (a) providing a copy of your Aadhaar card and PAN card to the Company or (b) furnishing to the Company a copy of an application made by you to the relevant authorities to obtain such cards.

The Company reserves the right to withdraw this offer (before the Commencement Date, as defined below) or terminate your employment (if you have already commenced work) if you are unable to meet any of the above conditions, including if any data provided as a part of the background checks is found to be factually incorrect, or if any of the checks are found to be unsatisfactory in the Company's sole discretion, or if the Company finds that you have not provided information relevant for the checks.

For Google Services India Private Limited

By

Sachin Pande
HR Business Partner Senior Manager, GOC

AGREED AND EXECUTED

DocuSigned by:
A34AF59DB42F48B...

Janetta Noronha
January 11, 2022

Boston University Metropolitan College
Graduate Admissions
1010 Commonwealth Avenue, 3rd Floor
Boston, Massachusetts 02215

May 4, 2020

Preksha Pankaj Welankiwar
#D-7, Pradhan Pelican, Avni Sringeri Nagar Nyanappanahalli, BTM 6th Stage, Off Bannerghatta Road
Bangalore, IN-KA 560076
India

Dear Madhu M Amminabhavi :

Congratulations! After careful review of your academic background and credentials, I am extremely pleased to offer you admission to the Master of Science in Global Marketing Management program at Boston University's Metropolitan College (MET). Your hard work and commitment to succeed have earned you this prestigious honor.

As a student at MET, you'll engage in a vibrant learning community and gain real-world, hands-on knowledge to help you achieve your personal goals and career objectives. You will participate in an exciting exchange of ideas—a spirit of innovation that reaches far beyond the classroom into the global arena. You will connect with students and faculty from around the world, engaging in new perspectives, fresh challenges, and novel solutions. A truly exceptional experience is all here, waiting for you.

You have received an email with a link to respond to this offer of admission. You will need to inform us of your intent to enroll no later than 30 days from the date of this letter in order to move forward in our enrollment process.

Please be aware that we do not yet have your official college transcripts on file. Boston University requires the electronic submission of an official college transcript directly from your University Registrar's office certifying your Bachelor's Degree (with degree completion date) prior to the start of your first course.

If you have any questions, please contact our Graduate Admissions office at 617.353.6000. We are excited for you to be joining our community and wish you a successful and enjoyable educational experience in our program.

Sincerely,

Tanya Zlateva
Dean, Metropolitan College

Dr. PRASANNA B.K.P., M.D.,
Consultant Pathologist

ಸ್ಪಂದನ ಡಯಾಗ್ನೋಸ್ಟಿಕ್

Mobile : 77330 09961
99019 83838

SPANDHANA DIAGNOSTIC

No. 155, J.C. Extension, Kanakapura - 562 117, Ramanagara Dist.
Phone: 080-2752 2218 E-mail: spandhanadiagnostic@gmail.com

DATE: 1st JANUARY 2021

Dear
Supreetha Hegde,

We are pleased to confirm your assignment as the full time RESIDENTIAL physiotherapist for SPANDHANA DIAGNOSTIC IN J.C extension Kanakapura in Bangalore. Your joining date will be 15TH FEBRUARY

The CTC for this role will be INR 1 LPA + incentives

Over and above your salary, travel expenses reimbursement will be done by SPANDHANA DIAGNOSTIC. There will be probation period of 6 months and after that you will also be eligible for performance bonus.

To confirm the acceptance of this Appointment offer, make sure that originals of the documents with you at the time of submission

- Government approved ID proof
- Educational certificates
- 2 passport size photos

If any enquiry please contact us.

SPANDHANA DIAGNOSTIC
No. 155, Near Kanaka Hospital
J.C. Extension
Kanakapura - 562 127
Ramanagara Dist

R.R. VIVA MEDICAL CENTRE
UNIT OF R.R. HOSPITAL

42, Subhash Chandra Bose Road, Minhaj Nagar, Banashankari 2nd Stage, Bangalore - 70.
Ph.: 080-2666 6167, Mob.: 99727 98072, E-mail : rrvivamedical2013@rediffmail.com

touching lives with care...

To

Peshika Parajuli,

Sub: Letter of offer of employment with R.R VIVA MEDICAL CENTER ("Employment Letter").

We are pleased to offer you, Peshika Parajuli ("You/Your/Employee") employment, for the position of Consultant Physiotherapist with R.R VIVA MEDICAL CENTER. Upon Your joining which is effective from 1st Jan 2021, You will have to accept the 'Company Terms and Conditions' and 'Confidentiality Agreement' in writing to confirm and accept Your employment with Us.

- **You will be initially on a 6 (Six) month probation period from your joining date;**
- **The Initial 2 (Two) month of your probation period will include an 'Apprenticeship program' which costs INR 60,000/- (inclusive of Taxes). As discussed, we shall not be charging you for this 'Apprenticeship Program' as this would be an investment made by the Company in consideration for a minimum engagement/employment period of 1 (One) year from the end of the probation period;**
- **If you are based outside Bangalore, and are relocating to Bangalore, the Company shall pay you a stipend of Rs. 20,000/- month to cover for moving and living expenses for the first 2 (Two) months;**
- **Post the 'Apprenticeship Program' you will be paid a salary of Rs. 30,000/- per month. Any further revision of salary will be based on your performance at the end of the probation period (6 months); • Post the 'Apprenticeship Program' (2 months), if you decide to resign/quit and/or your employment is terminated due to breach of employment terms, within the subsequent 16 Strictly Private and Confidential Page 2 (Eighteen) months, you expressly agree to pay the Company INR 60,000/- as payment towards the training conducted in the 'Apprenticeship Program'; and**
- **Any breach of the above-mentioned terms shall attract legal action, wherein the cost and consequence shall be borne by you.**

Kindly sign the Offer Letter, confirming Your acceptance, and return it to Us within 4 (Four) days failing which the offer shall be deemed have to been withdrawn.

Further, please note that We reserve the right to withdraw the offer made to You, before Your acceptance of the same, without providing any reasons to You. This offer is subject to background checks conducted on you by us.

R.R. VIVA MEDICAL CENTRE
42, Subhash Chandra Bose Road,
Minhaj Nagar, Banashankari 2nd Stage
BANGALORE - 560 070

R.R. VIVA MEDICAL CENTRE
UNIT OF R.R. HOSPITAL

42, Subhash Chandra Bose Road, Minhaj Nagar, Banashankari 2nd Stage, Bangalore - 70.
Ph.: 080-2666 6167, Mob.: 99727 98072, E-mail : rrvivamedical2013@rediffmail.com

touching lives with care...

To

Phunima ,

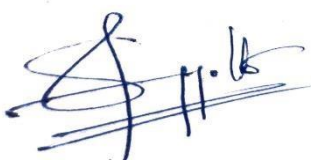
Sub: Letter of offer of employment with R.R VIVA MEDICAL CENTER ("Employment Letter").

We are pleased to offer you, Phunima ("You/Your/Employee") employment, for the position of Physiotherapist with R.R VIVA MEDICAL CENTER. Upon Your joining which is effective from 13th Feb, 2021. You will have to accept the 'Company Terms and Conditions' and 'Confidentiality Agreement' in writing to confirm and accept Your employment with Us.

- **You will be initially on a 6 (Six) month probation period from your joining date;**
- **The Initial 2 (Two) month of your probation period will include an 'Apprenticeship program' which costs INR 60,000/- (inclusive of Taxes). As discussed, we shall not be charging you for this 'Apprenticeship Program' as this would be an investment made by the Company in consideration for a minimum engagement/employment period of 1 (One) year from the end of the probation period;**
- **If you are based outside Bangalore, and are relocating to Bangalore, the Company shall pay you a stipend of Rs. 20,000/- month to cover for moving and living expenses for the first 2 (Two) months;**
- **Post the 'Apprenticeship Program' you will be paid a salary of Rs. 30,000/- per month. Any further revision of salary will be based on your performance at the end of the probation period (6 months); • Post the 'Apprenticeship Program' (2 months), if you decide to resign/quit and/or your employment is terminated due to breach of employment terms, within the subsequent 16 Strictly Private and Confidential Page 2 (Eighteen) months, you expressly agree to pay the Company INR 60,000/- as payment towards the training conducted in the 'Apprenticeship Program'; and**
- **Any breach of the above-mentioned terms shall attract legal action, wherein the cost and consequence shall be borne by you.**

Kindly sign the Offer Letter, confirming Your acceptance, and return it to Us within 4 (Four) days failing which the offer shall be deemed have to been withdrawn.

Further, please note that We reserve the right to withdraw the offer made to You, before Your acceptance of the same, without providing any reasons to You. This offer is subject to background checks conducted on you by us.



R.R. VIVA MEDICAL CENTRE
42, Subhash Chandra Bose Road,
Minhaj Nagar, Banashankari 2nd Stage
BANGALORE - 560 070

Drs 7 MAIYA MULTISPECIALITY HOSPITAL LLP

To

Sumaiya Tasleem,

Subject: Offer letter for Employment

Dear Sumaiya Tasleem,

Drs 7 maiya multispecialty hospital is pleased to offer you the position of consultant physiotherapist starting from 1st jan 2021. We are confident that your skills and experience will be a perfect fit for our clinic.

As discussed, the clinic timings will be from 9 AM to 5 PM. You will receive starting salary of 20,000 rupees per month. Your employment terms include full medical coverage for you and your dependent family, the employee benefits health plan will be effective from 1st March, 2021.

If you choose to accept our offer of employment, please sign and send the copy of this letter on or before 25th Dec 2020.

Once we receive the acknowledgment, we will send you the employment forms and handbook which has all the details about our plans and policies.

If you have any query, please feel free to contact us.

Drs 7 MAIYA MULTISPECIALITY HOSPITAL

K. Vinodh Kumar Jain

34, 10th Main Road, 1st Block, Jayanagar, Bengaluru - 560 011
Phone : 080-26568978 / 26574599 / 26568858 / 41000980 / 8150077722 / 8150077733
Email : mmbdrs7@hotmail.com

Regards from- Dr 7 maiya multidisciplinary hospital

Drs 7 MAIYA MULTISPECIALITY HOSPITAL LLP

To

Annie Chandana,

Subject: Offer letter for Employment

Dear

Annie Chandana,

Drs 7 Maiya multispecialty hospital is pleased to offer you the position of consultant physiotherapist starting from 1st jan 2021. We are confident that your skills and experience will be a perfect fit for our clinic. As discussed, the clinic timings will be from 9 AM to 5 PM. You will receive starting salary of 20,000 rupees per month. Your employment terms include full medical coverage for you and your dependent family, the employee benefits health plan will be effective from 15th Jan, 2021. If you choose to accept our offer of employment, please sign and send the copy of this letter on or before 15th Dec 2020

Once we receive the acknowledgment, we will send you the employment forms and handbook which has all the details about our plans and policies.

If you have any query, please feel free to contact us.

Regards from- Drs7 Maiya multidisciplinary hospital

K. Vinodh Kumar Jain

Drs 7 MAIYA MULTISPECIALITY HOSPITAL

34, 10th Main Road, 1st Block, Jayanagar, Bengaluru - 560 011
Phone : 080-26568978 / 26574599 / 26568858 / 41000980 / 8150077722 / 8150077733
Email : mmbdrs7@hotmail.com

ANKITA SEKHANI

PHYSIOTHERAPIST

EMP ID NO: VS5026

VESMA

Fitness • Rehabilitation • Sports Medical Center

Scanned with CamScanner

Drs 7 MAIYA MULTISPECIALITY HOSPITAL LLP

To

Bhavya G,

Subject: Offer letter for Employment

Dear Bhavya G,

Drs 7 maiya multispecialty hospital is pleased to offer you the position of consultant physiotherapist starting from 15th November 2020. We are confident that your skills and experience will be a perfect fit for our clinic.

As discussed, the clinic timings will be from 9 AM to 5 PM. You will receive starting salary of 20,000 rupees per month. Your employment terms include full medical coverage for you and your dependent family, the employee benefits health plan will be effective from 15th January, 2021.

If you choose to accept our offer of employment, please sign and send the copy of this letter on or before 15th November 2020.

Once we receive the acknowledgment, we will send you the employment forms and handbook which has all the details about our plans and policies.

If you have any query, please feel free to contact us.

Regards from- Dr 7 maiya multidisciplinary hospital

Drs 7 MAIYA MULTISPECIALITY HOSPITAL

K. Vinodh Kumar Jain

34, 10th Main Road, 1st Block, Jayanagar, Bengaluru - 560 011
Phone : 080-26568978 / 26574599 / 26568858 / 41000980 / 8150077722 / 8150077733
Email : mmbdrs7@hotmail.com

Dr. PRASANNA B.K.P., M.D.,
Consultant Pathologist

ಸ್ಪಂದನ ಡಯಾಗ್ನೋಸ್ಟಿಕ್

Mobile : 77330 09961
99019 83838

SPANDHANA DIAGNOSTIC

No. 155, J.C. Extension, Kanakapura - 562 117, Ramanagara Dist.
Phone: 080-2752 2218 E-mail: spandhanadiagnostic@gmail.com

DATE: 7th SEPTEMBER 2020

Dear,
Syeda Sadiya Nikhath,

We are pleased to confirm your assignment as the full time RESIDENTIAL physiotherapist for SPANDHANA DIAGNOSTIC IN J.C extension Kanakapura in Bangalore. Your joining date will be 1st November 2020.

The CTC for this role will be INR 1.5 LPA + incentives.

Over and above your salary, travel expenses reimbursement will be done by SPANDHANA DIAGNOSTIC. There will be probation period of 6 months and after that you will also be eligible for performance bonus.

To confirm the acceptance of this Appointment offer, make sure that originals of the documents with you at the time of submission

- Government approved ID proof
- Educational certificates
- 2 passport size photos

If any enquiry please contact us.

SPANDHANA DIAGNOSTIC
No. 155, Near Kanaka Hospital
J.C. Extension
Kanakapura - 562 127
Ramanagara Dist

DR.ANUSHA PRAKASH

Consultant Physiotherapist

Blood Group : O+ve

Temple Health

Scanned with CamScanner

Dr. PRASANNA B.K.P., M.D.,
Consultant Pathologist

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Mobile : 77330 09961
99019 83838

SPANDHANA DIAGNOSTIC

No. 155, J.C. Extension, Kanakapura - 562 117, Ramanagara Dist.
Phone: 080-2752 2218 E-mail: spandhanadiagnostic@gmail.com

DATE: 27th November 2021

Dear

Kaumudhi C,

We are pleased to confirm your assignment as the full time CONSULTANT physiotherapist for SPANDHANA DIAGNOSTIC IN J .C Extension, Kanakapura in Bangalore. Your joining date will be 12th December 2020.

The CTC for this role will be INR 20,000 thousand per month + incentives

Over and above your salary, travel expenses reimbursement will be done by SPANDHANA DIAGNOSTIC. There will be probation period of 6 months and after that you will also be eligible for performance bonus.

To confirm the acceptance of this appointment offer, make sure that originals of the documents with you at the time of submission

- Government approved ID proof
- Educational certificates
- 2 passport size photos

If any enquiry please contact us.

SPANDHANA DIAGNOSTIC
No. 155, Near Kanaka Hospital
J.C. Extension
Kanakapura - 562 127
Ramanagara Dist

LETTER OF APPOINTMENT

Dear
Shalini S,

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 12th Feb, 2021. As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 17,000/- (SEVENTEEN 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 9:00 AM to 4:30 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 12th Feb,2021.

We are looking forward to working with you.

K. Vinodh Kumar Jain

UNITED HOSPITAL Care Par Excellence Bangalore

LETTER OF APPOINTMENT

Dear
Prerana Rao D.S,

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 NOVEMBER 2020. As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 17,000/- (SEVENTEEN 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 09:30 AM to 06:30 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 November 2020.

We are looking forward to working with you.

UNITED HOSPITAL
Care Par Excellence

LETTER OF APPOINTMENT

Dear

Krishna Megha ,

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 15th JANUARY 2021, As a Physiotherapist you will be entitled to a monthly starting consolidated Remuneration of 17,000/ - (SEVENTEEN 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 12:30 PM to 08:30 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 15th January 2021 .

We are looking forward to working with you.

UNITED HOSPITAL
Unit of UNITED BROTHERS
Care Par Excellence
Bangalore
SERVICES PVT. LTD.

Dr. PRASANNA B.K.P., M.D.,
Consultant Pathologist

ಸ್ಪಂದನ ಡಯಾಗ್ನೋಸ್ಟಿಕ್

Mobile : 77330 09961
99019 83838

SPANDHANA DIAGNOSTIC

No. 155, J.C. Extension, Kanakapura - 562 117, Ramanagara Dist.
Phone: 080-2752 2218 E-mail: spandhanadiagnostic@gmail.com

DATE: 23rd December 2022

Dear
Shweta Rajashekar,

We are pleased to confirm your assignment as the full time RESIDENTIAL physiotherapist for SPANDHANA DIAGNOSTIC IN J.C Extension Kanakapura in Bangalore. Your joining date will be 1st JANUARY 2021

The CTC for this role will be INR 2 LPA + incentives

Over and above your salary, travel expenses reimbursement will be done by SPANDHANA DIAGNOSTIC. There will be probation period of 6 months and after that you will also be eligible for performance bonus.

To confirm the acceptance of this Appointment offer, make sure that originals of the documents with you at the time of submission

- Government approved ID proof
- Educational certificates
- 2 passport size photos

If any enquiry please contact us.

SPANDHANA DIAGNOSTIC
No. 155, Near Kanaka Hospital
J.C. Extension
Kanakapura - 562 127
Ramanagara Dist

Drs 7 MAIYA MULTISPECIALITY HOSPITAL LLP

To
Prabha V Raman,

Subject: Offer letter for Employment

Dear
Prabha V Raman,

Drs 7 Maiya multispecialty hospital is pleased to offer you the position of consultant physiotherapist starting from 1st Dec 2020. We are confident that your skills and experience will be a perfect fit for our clinic. As discussed, the clinic timings will be from 9 AM to 5 PM. You will receive starting salary of 20,000 rupees per month. Your employment terms include full medical coverage for you and your dependent family, the employee benefits health plan will be effective from 15th October, 2021.If you choose to accept our offer of employment, please sign and send the copy of this letter on or before 15th Nov 2020

Once we receive the acknowledgment, we will send you the employment forms and handbook which has all the details about our plans and policies.

If you have any query, please feel free to contact us.

Regards from- Drs7 Maiya multidisciplinary hospital

K. Vinodh Kumar Jain

Drs 7 MAIYA MULTISPECIALITY HOSPITAL

34, 10th Main Road, 1st Block, Jayanagar, Bengaluru - 560 011
Phone : 080-26568978 / 26574599 / 26568858 / 41000980 / 8150077722 / 8150077733
Email : mmbdrs7@hotmail.com

R.R. VIVA MEDICAL CENTRE
UNIT OF R.R. HOSPITAL

42, Subhash Chandra Bose Road, Minhaj Nagar, Banashankari 2nd Stage, Bangalore - 70.
Ph.: 080-2666 6167, Mob.: 99727 98072, E-mail : rrvivamedical2013@rediffmail.com

touching lives with care...

To

Prince Paul,

Sub: Letter of offer of employment with R.R VIVA MEDICAL CENTER ("Employment Letter").

We are pleased to offer you, Prince Paul ("You/Your/Employee") employment, for the position of Physiotherapist with R.R VIVA MEDICAL CENTER. Upon Your joining which is effective from 18th Dec 2020, You will have to accept the 'Company Terms and Conditions' and 'Confidentiality Agreement' in writing to confirm and accept Your employment with Us.

- **You will be initially on a 6 (Six) month probation period from your joining date;**
- **The Initial 2 (Two) month of your probation period will include an 'Apprenticeship program' which costs INR 60,000/- (inclusive of Taxes). As discussed, we shall not be charging you for this 'Apprenticeship Program' as this would be an investment made by the Company in consideration for a minimum engagement/employment period of 1 (One) year from the end of the probation period;**
- **If you are based outside Bangalore, and are relocating to Bangalore, the Company shall pay you a stipend of Rs. 20,000/- month to cover for moving and living expenses for the first 2 (Two) months;**
- **Post the 'Apprenticeship Program' you will be paid a salary of Rs. 30,000/- per month. Any further revision of salary will be based on your performance at the end of the probation period (6 months); • Post the 'Apprenticeship Program' (2 months), if you decide to resign/quit and/or your employment is terminated due to breach of employment terms, within the subsequent 16 Strictly Private and Confidential Page 2 (Eighteen) months, you expressly agree to pay the Company INR 60,000/- as payment towards the training conducted in the 'Apprenticeship Program'; and**
- **Any breach of the above-mentioned terms shall attract legal action, wherein the cost and consequence shall be borne by you.**

Kindly sign the Offer Letter, confirming Your acceptance, and return it to Us within 4 (Four) days failing which the offer shall be deemed have to been withdrawn.

Further, please note that We reserve the right to withdraw the offer made to You, before Your acceptance of the same, without providing any reasons to You. This offer is subject to background checks conducted on you by us.

R.R. VIVA MEDICAL CENTRE
42, Subhash Chandra Bose Road,
Minhaj Nagar, Banashankari 2nd Stage
BANGALORE - 560 070

R.R. VIVA MEDICAL CENTRE
UNIT OF R.R. HOSPITAL

42, Subhash Chandra Bose Road, Minhaj Nagar, Banashankari 2nd Stage, Bangalore - 70.
Ph.: 080-2666 6167, Mob.: 99727 98072, E-mail : rrvivamedical2013@rediffmail.com

touching lives with care...

To

Vaishnavi,

Sub: Letter of offer of employment with R.R VIVA MEDICAL CENTER ("Employment Letter").

We are pleased to offer you, Vaishnavi ("You/Your/Employee") employment, for the position of Physiotherapist with R.R VIVA MEDICAL CENTER. Upon Your joining which is effective from 4th January, 2021. You will have to accept the 'Company Terms and Conditions' and 'Confidentiality Agreement' in writing to confirm and accept Your employment with Us.

- **You will be initially on a 6 (Six) month probation period from your joining date;**
- **The Initial 2 (Two) month of your probation period will include an 'Apprenticeship program' which costs INR 60,000/- (inclusive of Taxes). As discussed, we shall not be charging you for this 'Apprenticeship Program' as this would be an investment made by the Company in consideration for a minimum engagement/employment period of 1 (One) year from the end of the probation period;**
- **If you are based outside Bangalore, and are relocating to Bangalore, the Company shall pay you a stipend of Rs. 20,000/- month to cover for moving and living expenses for the first 2 (Two) months;**
- **Post the 'Apprenticeship Program' you will be paid a salary of Rs. 30,000/- per month. Any further revision of salary will be based on your performance at the end of the probation period (6 months); • Post the 'Apprenticeship Program' (2 months), if you decide to resign/quit and/or your employment is terminated due to breach of employment terms, within the subsequent 16 Strictly Private and Confidential Page 2 (Eighteen) months, you expressly agree to pay the Company INR 60,000/- as payment towards the training conducted in the 'Apprenticeship Program'; and**
- **Any breach of the above-mentioned terms shall attract legal action, wherein the cost and consequence shall be borne by you.**

Kindly sign the Offer Letter, confirming Your acceptance, and return it to Us within 4 (Four) days failing which the offer shall be deemed have to been withdrawn.

Further, please note that We reserve the right to withdraw the offer made to You, before Your acceptance of the same, without providing any reasons to You. This offer is subject to background checks conducted on you by us.

R.R. VIVA MEDICAL CENTRE
42, Subhash Chandra Bose Road,
Minhaj Nagar, Banashankari 2nd Stage
BANGALORE - 560 070

Talisman
HR Solutions Pvt. Ltd.
11/11 BC, Thakkar Building, 1st Floor,
54-56, Champsi Bhimji Road,
Opp. New Post Office,
Mazgaon, Mumbai 400 010.
E hr@talismanstaffing.com T +91 22 2373 2628 W talismanstaffing.com

EmpCode - T10093

1st October 2021

To,
Sahil Shashikumar Gorwade
Panaji

Subject: Letter of Deputation

Dear Sahil Shashikumar Gorwade,

Further to the Deputation Clause mentioned in your letter of fixed term employment, we are pleased to advice that your services are being deputed to **Abbott India Ltd** with effect from above mentioned date on the following terms:

- You will be required to work at our client's office/premises at any of their locations.
- During the tenure of the deputation, you will continue to be an employee of Talisman HR Solutions Pvt. Ltd.
- In the day to day functioning of carrying out all responsibilities, you will receive instructions from our client.
- You shall also abide by any training that may be offered to you.
- You shall be bound to follow the working hours/days of our client.
- You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between Talisman HR Solutions Pvt. Ltd. and their client for the time specified.
- You shall not engage in any act subversive of discipline during your duties in the property of our client or outside and if you were at any time found indulging in such acts, we reserve the right to initiate disciplinary action as is deemed fit against you.
- You shall be responsible for protecting the property of our client entrusted to you in the due discharge of your duties and shall indemnify our client when there is a loss of any kind to the said property.

I have been explained contents of this letter in a language that I understand & agree to the Terms and Conditions.

All the other terms and conditions of your employment remain unchanged. Please sign and return the enclosed duplicate of this letter in confirmation on your acceptance of the terms and conditions contained therein.

Yours faithfully,
For Talisman HR Solutions Pvt. Ltd.

Ms. Dnyanada Salvi
(Deputy General Manager – Human Resources)

I hereby agree on the above
Terms and Conditions,

Sahil Shashikumar Gorwade

11:24 d 91%

Alchemy

ALCHEMY TECHSOL INDIA PVT.LTD.

Ms. Malathi S V
9486563901

Date: 4 Jan 2022

LETTER OF OFFER

Dear Malathi S V,

Congratulations!!

We are pleased to offer you an Employment with **Alchemy Techsol India Pvt. LTD** based on the interview discussions you had with us and your application submitted to us. Details of the terms and conditions of offer are as under:

1. You will be designated as **"Data Quality Analyst"** and will be based at our **Bangalore** Centre.
2. Your date of commencement of Employment will be on or before **04/01/2022.**
3. You will be entitled to receive compensation and benefits (Fixed Pay of **INR 237120/-PA**) as per the enclosed annexure.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your Date of joining.
5. You will be on probation for a period of **6 months** from the date of joining.
6. The notice period to be served would be **1 month.**
7. Please bring along the below listed documents / details on your day of joining.
   a) Date of Birth proof certificate (Copy of passport / birth certificate / S.S.C) (Two Copies)
   b) Original Academic Certificates (all from 10th to Highest)
   c) Resignation Acceptance Letter with acknowledgement
   d) Relieving letter from previous employer (Original)
   e) Proof of compensation last drawn (last 3 Months)
   f) 4 passport size photograph
8. It is mandatory to open a salary account with **Axis Bank,** as salary would be processed only to Axis Bank account.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer within 7 days from the date written above post which this offer stands withdrawn.
10. Our Bank Spoc will reach you for opening Bank account.

Looking forward to a long and mutually beneficial career with us.

Yours Truly,

For ALCHEMY TECHSOL INDIA PVT.LTD

Smitha M Thottathil
(HR Head)

#2, Above Cherry Pick Furniture Showroom, 4th Floor, 80 Feet Road, Koramangala 8th Block, Bangalore-560095 Tel:9513920020
www.alchemytechsol.com

LYRUS

Ref: LLSPL/2021

January 29, 2021

Ms. Archana Sharma
Girni Pokhar West, Jawahalal Road ,
Muzaffarpur, Bihar

Mobile Phone No.09065665511

Dear Ms. Archana,

SUB: OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **"OFFICER – REGULATORY AFFAIRS** in the grade of OFFICER - I" in our Organization subject to your being found medically fit. You will be paid Salary as per annexure enclosed.

You are requested to join our services on February 16, 2021.

You are required to confirm the joining date within five days and send the signed acknowledgement of this offer letter on acceptance of all the terms and conditions specified in the letter of offer along with three passport size photographs.

After accepting the offer letter, you are not entitled to withdraw the acceptance or ask for any change in conditions.

Thanking you,

For **LYRUS LIFE SCIENCES PVT LTD**

HEMANTH BOTHRA
MANAGING DIRECTOR

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LYRUS

ANNEXURE - I

CONFIDENTIAL

Name : Archana Sharma
Designation : Officer - Regulatory Affairs
Grade : Officer - I

		Monthly in (₹)	Annual in (₹)
Basic	:	9000	
HRA	:	3031	
Personal Pay	:	4737	
**Total ----------> **	:	16768	201216
Bonus	:		9000
Company Contribution to PF	:		19784
Cost To Company	:		**230000**

LYRUS LIFE SCIENCES PVT. LTD.
CIN: U24230KA2015PTC080902
Registered office: No.22, 7th Cross, Jaibharath Nagar, Bangalore - 560 033, INDIA. Ph: +91 80 6764 0100
E-mail: info@lyruslife.com

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[redacted]

JUBILANT BIOSYS

October 6, 2021

Mr. Raja Shekar B S
Door No: 507, 2nd Main, 2nd Cross
Nagendra Block, Near PES College of Pharmacy
Bengaluru, Karnataka-560050, India
Mobile: 8553352932

Letter of Offer

Dear Raja Shekar,

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 **DMPK** 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 **11 October 2021**. 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**

由良 毅

Takeshi Yura
CSO & Site Head

Jubilant Biosys Limited
#96, Industrial Suburb, 2nd Stage,
Industrial Area, Yeshwanthpur,
Bangalore-560 022
Tel: +91 80 66628400, 66628250
Fax: +91 80 66628333
E-mail: bdi@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

[redacted]

KELLY SERVICES

O 91 22 6681 6900 F 91 22 6696 0277
E info@kellyservices.co.in
W www.kellyservices.co.in
INIZIO | 6th Floor | Unit No. - 601/602
Cardinal Gracious Road | Opposite P&G Plaza
Chakala | Andheri (East) Mumbai 400099

7th January 2021

Mr. Vaibhav S.

Sub.: Employment Offer Letter

Dear Mr. Vaibhav S,

In pursuance of your application followed by your interview, we are pleased to offer you the position of '**Junior Regulatory Affairs Associate**' with our client '**Liquent Software India Pvt. Ltd** 'at **Bangalore** on the mutually agreed terms and conditions.

The Salary structure is attached herewith as **Annexure-A**

Please submit the following documents once you join:

- Educational Certificates
- Experience Certificate, if applicable
- Salary slips of last three months, if applicable
- Signed copy of updated Resume
- Resignation acceptance letter from previous employer, if applicable
- Cancelled cheque of savings bank account (in case employee wants to rètain the existing A/c)
- 4 Passport size photographs
- Copy of PAN Card
- Proof of Address (Voter ID, Passport, Aadhar Card, Driving License etc.)
- Copy of Aadhar Card for verification

Your Date of Joining is 18th January 2021 & Please reply with your acceptance within 48 hours of the receipt of the offer

Best Wishes,

For Kelly Services India Pvt. Ltd

(.....)
Authorized Signatory

Disclaimer: Employment is not guaranteed for a specific length of time. The offer can be withdrawn without notice after communication of acceptance.

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KELLY SERVICES

O 91 22 6681 6900 F 91 22 6696 0277
E info@kellyservices.co.in
W www.kellyservices.co.in
INIZIO | 6th Floor | Unit No. - 601/602
Cardinal Gracious Road | Opposite P&G Plaza
Chakala | Andheri (East) Mumbai 400099

Annexure-A

Particulars	Amt
Basic+DA	15000
HRA	7500
Other Allowance	3716
Fixed Monthly Gross	**26216**
Statutory Bonus	1000
Employer's Cont. To PF	1950
LWF (Employer)	1
Monthly CTC	**29167**
Deductions	
Employee's Contb. To PF	1800
P. Tax (Will vary based on State Rules)	200
Income Tax	As applicable
LWF	1
NET PAY	**24215**
Annual CTC	**350004**

For Kelly Services India Pvt. Ltd

(.....)
Authorized Signatory

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MICRO LABS LIMITED
REGD. & CORPORATE OFFICE: # 31, RACE COURSE ROAD, BENGALURU 560 001, KARNATAKA, INDIA
Tel. : +91- 80-2237 0451- 57 Fax : +91-80-2237 0463 CIN: U24232KA1973PLC002401 Website: www.microlabsltd.com Email : info@microlabs.in

February 18, 2021

Ms. Chelsea P
#302, A-Knight Maples,
9th Main,4th Cross,
BSK-2nd Stage,
Bangalore - 560085.

Sub: Offer of Employment

Dear Ms. Chelsea,

This has reference to your application for employment in our company and the subsequent interview you had with us. We are pleased to offer you an employment with our organization in the Analytical Development Department based at R&D Centre, Kudlu, Bangalore. The post and remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The Company's standard Appointment Letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by **March 18, 2021** failing which this Offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the Organization.

You are required to submit the following documents at the time of joining:

- Joining Report
- Passport size photographs - 3 Nos.
- Photocopy of your testimonials – From SSLC onwards
- Proof of Date of Birth
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor
- Copy of Resignation and relieving letter from immediate previous employer
- Last Salary Slip / Salary Certificate, as applicable
- Provisional Income & Tax deducted at source Certificate from the previous employer (If applicable) along with a copy of PAN card

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,
for MICRO LABS LIMITED,

Rajesh Kshirsagar
Chief Operating Officer

Syngene International Limited
Biocon Park, SEZ,
Bommasandra Industrial Area-Phase IV,
Bommasandra-Jigani Link Road,
Bangalore-560099, India.
T +91 80 6891 9191
CIN No. L85110KA1993PLC014937
www.syngeneintl.com

Ref. : HRD/SYN/2021-22
Date : 11/10/2021
Emp No : 10028135

PAVANA KA,
NO 7, EERAPPA REDDY LAYOUT,
14TH CROSS, HOSAROAD, E-CITY,
BENGALURU,
BENGALURU - 560100,
Karnataka,
India.

Dear Mr. PAVANA KA,

Subject: Letter of Appointment

Further to our offer letter to you, we are pleased to appoint you the following position in SYNGENE INTERNATIONAL LTD. [the 'Company'], on the following terms & conditions:

Date of Appointment	: Your appointment will be effective from 11/10/2021
Level	: 9-II
Designation	: SENIOR RESEARCH ASSOCIATE
Work Location	: SEZ S15
Reporting & Department	: You shall report to the PRINCIPAL SCIENTIST or such other person(s) as may be designated by the Company from time to time, in the BIOLOGY Department.

Your appointment shall be governed by the following terms:

1. You will be on probation for a period of 06 Months commencing from the Date of Appointment, as above mentioned. On completion of the said probation period and at the sole and absolute discretion of the Company, your employment with the Company may be confirmed by the Company by issuing a confirmation letter, provided your conduct and work has been to the satisfaction of the Company. The said confirmation shall also be subject to availability of suitable opening and such other factors as may be considered relevant by the Company from time to time.

2. Your emolument and leave benefits shall be as per enclosed Annexure. Further, your entitlement to Provident Fund and Gratuity shall be in accordance with the prevailing Company policies and the applicable laws.

3. You will be entitled for E.S.I. benefits if you are eligible as per the applicable laws.

4. In the event the Company is unable to provide transportation from a Company designated pick-up point to the work place, you may choose to make your own transport arrangement to commute to the work place.

5. Based on your eligibility, you will be entitled to receive the benefits available under the Maternity Benefit Act, as amended from time to time. The details of maternity benefit are available in the Leave Policy document uploaded on company`s intranet and you may go through the same and note the benefits as applicable to you.

6. The official working hours of the Company are from 08:15 Hrs. to 17:15 Hrs. with a lunch break of half-an-hour, on a five day week basis. You will be required to adhere to these timings. The office timings may undergo change at the Company's sole discretion.

7. You shall carry out the responsibilities entrusted to you from time to time and you shall devote your entire time and best efforts at work towards the responsibilities vested in you by the Company. You will refrain from engaging in any activity which is prejudicial to the interest of the Company or which activity may interfere with the discharge of your said responsibilities, whether within or outside Company working hours.

8. **During your employment, you are bound to (i) comply with all applicable statutory requirements related to environment, health, safety and security ("EHSS"), (ii) conduct all activities in strict compliance with Syngene EHSS policy & safety rules, (iii) actively participate and follow the EHSS initiatives adopted by Syngene including but not limited to 'Kavach' initiative. Compliance with the aforementioned terms is strictly mandatory and an essential condition for your employment at Syngene."**

9. Employee represents and warrants to accept and comply with Syngene's Data Integrity (DI) policy and undertakes to ensure during the term of Employment, that all data, stored either in physical, electronic, optical or magnetic or other form is attributable, legible, contemporaneous, original, accurate, complete, consistent, enduring and available throughout the data lifecycle. Employee acknowledges that no recorded data will be altered without justification or deleted or manipulated and shall ensure that any change in original data will be documented as per approved procedures. Further, Employee shall immediately report every falsification of data or misconduct in relation to data integrity. Compliance with the aforementioned terms is strictly mandatory and an essential condition to the terms of Employment at Syngene.

10. You will strictly adhere to the rules and regulations of employment as determined by the Company and your employment will, in addition to these terms, be governed by the "Standing Orders" of the Company, as amended from time to time.

11. During your employment with the Company, the Company may, at its sole discretion and at any time, transfer / depute you to any other department, subsidiary or affiliate of the Company including transfer to any of its offices in India and abroad, similarly without additional emoluments. Company may also assign / depute you to work on any client projects on a full time or part time basis in client dedicated centers within Company facilities or at client's facilities either in India / in abroad, with direct or indirect supervision by the clients. While working on such client projects you shall not be deemed to be an employee of such client/(s) and shall not be entitled to claim employment / any employment benefits nor solicit employment with such clients.

12. During your employment, should you be guilty of mis-conduct and or be in breach of any of the terms of employment and or should your work not be to the satisfaction of the Company, the Company shall without prejudice to any of its rights herein contained, be entitled to terminate your employment forthwith, without notice or payment in lieu of notice.

13. Subject always and without prejudice to Clause 12 above, during the probation period, the Company will be within its right to terminate your employment by serving one months prior written notice, at expiry of which said one month your employment shall stand terminated. The Company may at its sole discretion terminate the employment with immediate effect by paying one months salary in lieu of the notice period. Should you submit your resignation during the probation period, you shall give Company a prior written notice of one month or pay one months salary in lieu thereof, if the Company so chooses to accept the said money in lieu of the notice. Further, if so deemed necessary in the interest of the Company and/or in the interest of protecting its confidential and/or proprietary information, the Company at its sole discretion reserves the right to relieve you from your duties at any time with immediate effect without incurring any liability whatsoever.

14. Subject always and without prejudice to Clause 12 above, should your employment be confirmed, separation from the Company will be subject to a written notice of three months from either side. The Company at its sole discretion reserves the right to terminate employment by giving the notice of three months or by paying three months salary in lieu of the said notice and terminate the employment with immediate effect. You shall pay three months salary in lieu of the said notice, if the Company so choses to accept. Company at its discretion may require you to complete three months notice period.

15. You shall keep the Company informed, in writing, of any changes in your residential / permanent address, your family status and such other personal particulars. All correspondence will be deemed to have been received by you, when sent to the address as per the latest records of the Company.

16. Your salary will be reviewed periodically as per prevailing Company policy and your increments are discretionary and subject to your performance. Increments are not a matter of right and shall be given at the sole discretion of the Company.

17. The retirement age in the Company is 58 years. The actual date of retirement will be the last working day of the month of the year in which your 58th birthday falls.

18. Your employment with the Company is a whole time employment with the Company and you shall devote yourself exclusively to the business of the Company. You will, during your employment, not take up any other work whether for remuneration or on honorary basis or otherwise, part time or full time, or work in any advisory capacity or be interested directly or indirectly, save as an shareholder or debenture holder, in any other trade or business, without prior written authorisation of the Company. Any breach of this Clause will be deemed to be a misconduct.

19. The Company reserves the right to carry out any verification, as it deems fit, with your previous employers after issue of this letter.

    The Company, notwithstanding anything contained herein, will have the right to terminate your employment immediately, without any further obligation to you, in the event:

    [a] any information / declaration given by you to the Company, before or after issue of this letter, is found to be incorrect, false or misleading; and or

    [b] you have concealed any information which may have a direct bearing on your employment with the Company or which information you ought to have revealed to the Company; and or

    [c] of any adverse findings on the verification reports received from your previous employers.

20. The employment offer contained herein stands void at the end of business of the Date of Appointment contained herein, if you do not report for joining at the commencement of the business hours of the said Date of Appointment, unless otherwise agreed to by the Company in writing.

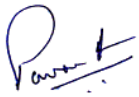
21. You shall arrange to submit / furnish, the copies of the following documents on or before your joining duty:

    a. Copies of Certificates [Education]
    b. Relieving order / letter from your previous employer
    c. Service and salary certificates from your previous employer
    d. Proof regarding date of birth & permanent address
    e. Recent Photographs - 4 (Passport Size)
       - 2 (Stamp Size)

If the above terms and conditions are acceptable to you, kindly sign on this letter.

We welcome you and look forward to a long and fruitful association.

Yours sincerely,
for **SYNGENE INTERNATIONAL LTD**.



PAVAN RAMCHAND
GENERAL MANAGER

Digitally accepted on 14.10.2021
PAVANA KA

Encl.: 1. Emolument Package.

Counterparts, Electronic Signatures: This Agreement may be executed in counterparts and by original or electronic signatures. Electronic copies of this Agreement will legally bind the parties to the same extent as original documents.

PRIVATE & CONFIDENTIAL

EMOLUMENT PACKAGE - Mr. PAVANA KA

Salary Components	Monthly (Rs)	Annual (Rs)
Basic Salary	16,420	197,040
House Rent Allowance	4,122	49,464
Advance Statutory Bonus / Ex-Gratia	3,284	39,408
Canteen Cost	750	9,000
Gross Salary - (A)	24,576	294,912
Employer Contribution of PF	1,970	23,640
Gratuity Fund	788	9,456
Statutory Contributions - (B)	2,758	33,096
Total Fixed Cost - (C = A+B)	27,334	328,008
Short Term Incentive (STI) at Target - (D)		11,480
Total Cash Compensation - (C+D)		339,488

Benefit Component	Annual Benefit value	Features
Group Medical Insurance	200,000	Covers only for Self, Spouse and two dependant children
Group Personal Accident Insurance	1,700,000	Covers only Self, Up to a limit of Rs.17,00,000 or two times of your annual total fixed cost whichever is higher.

Short Term Incentive

Short Term Incentive (STI) will be payable based on the Company performance versus the Business plan, Departmental performance versus the annual departmental score card and the individual performance versus the objectives in your Individual scorecard for the financial year 2021-22. Weightages assigned to Company, Department and Individual performance for your level are as follows:

Company	Department	Individual
10%	10%	80%

STI will be paid during the annual appraisal cycle and employees who are onboard at the time of disbursement without serving notice of resignation are only eligible for STI payout. The amount will be prorated for the first year based on date of joining. Employees joining on/after November 1st in a financial year will not be entitled to STI pay-out which is generally paid-out in June of the subsequent year.

Please Note :

[a] As per ESI rules, employees with monthly gross salary of Rs. 21000 or below are covered under ESI. Any changes in ESI coverage as announced by The Government through the official gazette becomes applicable to all employees who fall within the criteria specified. As per the ESI Act contribution is 3.25% and 0.75% of monthly gross, by the employer and employee respectively.
[b] For level 9, 10 and 11 an amount of Rs. 1,800/- will be deducted from the monthly salary for availing Company transport facility.
[c] For level 8 car petrol allowance will not be paid if company transport facility is availed.
[d] For level 7 and above car petrol & car maintenance allowance will not be paid if company transport facility is availed.
[e] Canteen cost is incurred by the company @ Rs.750 per month per employee. Rs.100 per month per employee will be deducted towards highly subsidized food.
[f] Employees have a choice of purchasing a vehicle under the Company Vehicle Leasing Scheme, against flexi allowance (Levels 8 and above only).

Working Days: Five (5) days a week. Some departments function in six(6) days schedule also. For employees in Six day schedule, first Saturday of every month is a declared holiday.

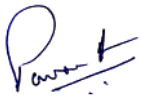
Probation Assessment: 06 months from the date of joining, subject to increase / decrease based on performance.

Leave Entitlements:
1. Casual Leave/ Sick Leave - 12 days pa. Prorated from date of joining for the financial year.
2. Earned Leave - 18 days pa (Credited at the end of every month based on number of days worked in the month).

Salary Review: Salary will be reviewed periodically as per prevailing Company policy and your increments are discretionary and subject to your performance. Employees joining on or before 31st October will be eligible for the salary review effective April of the next financial year. While, those who join later will be eligible in the subsequent financial year.

Children's Education Reimbursement: Eligibility after confirmation and subject to maximum of Rs.20,000/child and restricted to two children. For the first-year claim, the amount will be paid on pro-rated basis for the financial year based on the date of joining.

for **SYNGENE INTERNATIONAL LTD**.



PAVAN RAMCHAND
GENERAL MANAGER

Vyuhgenics Careers <jobs@clearvyuh.com> Thu, Oct 24, 2019, 11:18 AM

to me

Dear Ramesh,

Greetings from Vyuhgenics. Further to the selection process, we are happy to inform you that we have provisionally shortlisted **Sanjyuktha Prakash (M.Pharm)** for the position of **Research Associate** subject to the completion of course and verification of her academic and relevant documents. The start of employment will be tentatively **1st August, 2020**.

Best Regards,
Prashanth

Director
Vyuhgenics India Pvt. Ltd
Bangalore
www.clearvyuh.com

26-Oct-2020

C4273888
Rashmi Mahadeva Shetty
14/4, 1 st main road, Bramhmapura, Ramachandrapura, Bangalore 560021 581401

Dear **Rashmi,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Bengaluru**. This letter will officially confirm your annual total earning potential and terms of your employment.

Job Profile- **Data Management Associate**
Management Level- **12**
Sublevel - **3**
Job Family Group-**Business Process Delivery**
Business Deal-**Non Contact Center**

Your annual total cash compensation will be **INR 323640** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-Annual fixed compensation of **INR 279000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY21 (September 2020 to August 2021) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the FY**21**, subject to the overall terms and conditions of the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB 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 Accenture India and considering the period of leave without pay during the said financial year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company 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 foregoing 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.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: 6f83d71e-cba7-4fc1-9517-45c01a0d1c89_2

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

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 the Company 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, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Rashmi, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **kuthari.noble** at **9886991851** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,

Ramesh K
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name] Candidate's signature_____

Date:

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 279000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 279000	**INR 323640**

* Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

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 management level as per company payroll cycle.

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

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

1. Effective your date of transfer 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.
   You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and 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.
   For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined co pay, 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 up to three times your annual fixed compensation
3. Life Insurance coverage equivalent to one time of annual fixed compensation with a minimum cover of **INR 5,00,000**
4. Gratuity as per The Payment of Gratuity Act, 1972

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 above mentioned benefits.

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 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESCI and other.

06-Aug-2020

C4244700
Tapasya Kori
159, 3lanne ,7 cross teachers colony Kumarswamy layout Bangalore 560078

Dear **Tapasya,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Bengaluru**. This letter will officially confirm your annual total earning potential and terms of your employment.

Role- **Data Management Associate**
Career Level- **12**
Sublevel - **3**
Talent Segment-**Business Process Delivery**
Business Deal-**Non Contact Center**

Your annual total cash compensation will be **INR 322943** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-Annual fixed compensation of **INR 279000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY**20** (September **2019** to August **2020**) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **15.75%** of the prorated fixed pay in the FY**20**, subject to the overall terms and conditions of the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB 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 Accenture India and considering the period of leave without pay during the said financial year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company 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 foregoing 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.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

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 the Company 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, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Tapasya, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **kuthari.noble** at **9886991851** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,

Ramesh K
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name] Candidate's signature_____

Date:

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 279000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**15.75%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 279000	**INR 322943**

* Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

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.

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

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

1. Effective your date of transfer 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.
   You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and 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.
   For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined co pay, 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 up to three times your annual fixed compensation
3. Life Insurance coverage equivalent to one time of annual fixed compensation with a minimum cover of **INR 5,00,000**
4. Gratuity as per The Payment of Gratuity Act, 1972

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 above mentioned benefits.

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 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESCI and other.

15-Oct-2020

C4360767
Rajesh Somayaji
Rajesh Somayaji, 2nd floor, 15th main road, 3rd cross, Sbm colony, Banshankari 1st stage, Srinivasa

Dear **Rajesh,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Bengaluru**. This letter will officially confirm your annual total earning potential and terms of your employment.

Job Profile- **Data Management Associate**
Management Level- **12**
Sublevel - **3**
Job Family Group-**Business Process Delivery**
Business Deal-**Non Contact Center**

Your annual total cash compensation will be **INR 323640** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-Annual fixed compensation of **INR 279000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY21 (September 2020 to August 2021) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the FY**21**, subject to the overall terms and conditions of the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB 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 Accenture India and considering the period of leave without pay during the said financial year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company 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 foregoing 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.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

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 the Company 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, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Rajesh, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **padmaja.lankapalle** at **7353905246** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,

Ramesh K
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name] Candidate's signature_____

Date:

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 279000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 279000	**INR 323640**

* Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

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 management level as per company payroll cycle.

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

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

1. Effective your date of transfer 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.
   You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and 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.
   For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined co pay, 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 up to three times your annual fixed compensation
3. Life Insurance coverage equivalent to one time of annual fixed compensation with a minimum cover of **INR 5,00,000**
4. Gratuity as per The Payment of Gratuity Act, 1972

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 above mentioned benefits.

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 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESCI and other.

15-Jul-2021

C5106676

Vaishali Jain S
House no.9, 9th cross near Anjaneya temple Agrahara Dasarahalli, Bangalore, 560079. 560079

Dear **Vaishali,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Bengaluru**. This letter will officially confirm your annual total earning potential and terms of your employment.

Job Profile- **Bus Process Delivery Associate**
Management Level- **12**
Sublevel - **3**
Job Family Group-**Business Process Delivery**
Business Deal-**Non Contact Center**

Your annual total cash compensation will be **INR 339880** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-Annual fixed compensation of **INR 293000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY21 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB 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 Accenture India and considering the period of leave without pay during the said fiscal year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company 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 foregoing 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.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: b0412b6c-0228-4806-b008-953a17ed055e_2
Signed By: Jal Rumi Master

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

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 the Company 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, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Vaishali, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **padmaja.lankapalle** at **7353905246** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,

Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

Candidate's signature_____

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 293000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 293000	**INR 339880**

* Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

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 management level as per company payroll cycle.

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

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

1. Effective your date of transfer 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.
   You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and 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.
   For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined co pay, 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 up to three times your annual fixed compensation
3. Life Insurance coverage equivalent to one time of annual fixed compensation with a minimum cover of **INR 5,00,000**
4. Gratuity as per The Payment of Gratuity Act, 1972

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 above mentioned benefits.

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 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.

Neuberg Anand
REFERENCE LABORATORIES

To,

Ms.Varshini M R,

Date: 13-09-2021

Letter of Intent

Dear Ms. Varshini M R,

Congratulations!

This is with reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Technologist Grade-II** in the department of **Microbiology** based at **Neuberg Anand Reference Laboratory**.

Your remuneration/terms of employment is as discussed and mutually agreed. You are required to join us on or before **13-09-2021**. In the event of failure to join on or before the scheduled date, this offer stands withdrawn.

You are requested to submit the following documents at the time of your joining:

- Copies of Educational Certificates
- Copies of Experience Certificates and relieving from the previous employer.
- 4 Passport and one stamp size photograph
- Photo copy of Pan & Aadhar card.

You shall comply with all applicable rules, regulations, administrative instructions/guidelines and policies of Neuberg Anand Reference Laboratory in force from time to time including policies relating to leave, usage of resources in laboratories, IT usage, travel, transfers, reimbursements, deputation etc.

You will be on probation for a period for six months from the date of your appointment. If your performance found satisfied for which you have been appointed; your employment will be confirmed and letter will be issued for the same. During the period of probation, either side can terminate this appointment with immediate effect.

Kindly acknowledge this letter by signing as a token of acceptance of offer.

With Best Wishes,

For **Neuberg Anand Reference Laboratory**

Keerti Saha

Keerti Saha
DGM- Human Resources

Neuberg Anand Reference Laboratory HR Department

Neuberg Anand Reference Laboratory
Anand Tower, 54 Bowring Hospital Road, Shivajinagar, Bangalore 560 001
☎ 18004251974 www.neubergdiagnostics.com

Neuberg Anand
REFERENCE LABORATORIES

APPOINTMENT AGREEMENT

Dear Ms.Kavitha C,
#2/23,9th cross, Magadi Road, Bangalore, Karnataka-560023.

Further to your interview with our organization, Neuberg Anand Reference Laboratory ("**NARL**"), we are pleased to offer you the post of **Technologist Grade-II** at NARL. Please note that your appointment with NARL will be subject to the following:

1. EMPLOYMENT AND POSITION:

1.1. You will be appointed to the Post in accordance with the terms and conditions of this Agreement. It is clarified that such designation/title is merely descriptive and may be changed by NARL at any time. You shall also discharge such duties and responsibilities as are delegated and conferred upon you by NARL from time to time.

1.2. Your expected date of joining is **01/11/2020**. You will be on probation for a period of 6 (six) months from the date of joining. Your performance during this period will be assessed and the probation period may be extended at the sole discretion of the management of NARL.

1.3. You shall initially be based out of our main center at Shivajinagar. NARL shall, however, be entitled to transfer you from time to time to its other centers at its sole discretion.

2. DUTIES:

2.1. Subject to the overall superintendence, control and direction of NARL, you shall perform such duties and responsibilities as are commensurate with your designation. It is clarified that such designation/title is merely descriptive, and you shall also discharge such duties and responsibilities as are delegated and conferred upon you by NARL from time to time.

2.2. You will perform and discharge all duties and functions in connection with your employment hereunder in a competent and professional manner. You will co-operate with NARL in all its activities such as procuring ISO certification, process improvements and such initiatives. You will at all times keep NARL promptly and fully informed (in writing if so requested) of the discharge of your responsibilities and also provide such further information, written records and/or explanation as NARL may require.

2.3. You will, except during the period of leave as hereinafter provided, or when indisposed by sickness, ill-health or incapacitating accident, or in the event of having obtained the prior written consent of NARL in that behalf, devote all your work time and attention to the working and affairs of NARL and shall utilize your best endeavors in promoting the interests thereof.

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2.4. You shall comply with all applicable rules, regulations, administrative instructions/guidelines and policies of NARL in force from time to time including policies relating to leave, usage of resources in laboratories, IT usage, travel, transfers, reimbursements, deputation etc. ("**Policies**"), and applicable to the employee / persons at your level. A copy of the Policies shall be made available to you on the date of your joining.

2.5. You shall make full and true disclosure in writing to NARL of any direct or indirect interest or benefit that you derive or are likely to derive through or in connection with any contractual arrangements, dealings, transactions or affairs of NARL and/or any transactions which are likely to be detrimental to NARL.

3. **REMUNERATION:**

3.1. Your compensation will be as indicated in Annexure A hereto ("**Salary**"). The Salary will be payable as per the normal practice followed by NARL and will be reviewed appropriately based on your performance. NARL may vary your Salary or any component thereof from time to time. The Salary shall be subject to tax deducted at source and NARL may withhold therefrom any amounts as are required to be withheld pursuant to applicable law.

4. **CONFIDENTIALITY:**

4.1. "**Confidential Information**" shall mean any confidential and/or proprietary information belonging or relating to NARL or its patients, customers or other third parties including the following (i) intellectual property rights and details regarding the inventions, innovations, works, trade secrets, ideas and know-how including the Work Product, whether disclosed to you or which came to your knowledge during the course of your employment with NARL ;(ii) information relating to the development, utility, operation, functionality, performance, cost, present and proposed businesses, formulae, ideas, strategies, techniques, policy, data related to employees, present or proposed vendors/customers, research and development, financial statements, budgets and other financial details, business and marketing plans, forecasts, licenses, price lists, quotes, bids, controls, operating procedures, responsibilities, policies and procedures, software programs and files, operating manuals, user manuals, documentation etc., of NARL ;(iii) confidential and proprietary information of third parties, including former, existing or prospective agents, customers, partners, vendors, suppliers or their affiliates; (iv) the terms and conditions of this Agreement; and (v) all record bearing media containing or disclosing the above information or techniques, whether identified as "confidential" expressly or not.

4.1.

Anand Tower, 54 Bowring Hospital Road, Shivajinagar, Bangalore 560001
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4.2. You shall not, whether during your employment with NARL, or after termination of your employment, for any reason, directly or indirectly, use for yourself or use for or disclose to any person any Confidential Information other than for the benefit of NARL and in the course of performing your duties and responsibilities.

4.3. Without prejudice to the generality of the foregoing, you shall:

a) keep confidential the Confidential Information and not disclose the same to any third party or use the same for your benefit or for the benefit (financial or otherwise) of any third party, except as expressly permitted under this Agreement or except with the prior written consent of NARL;
b) protect the Confidential Information received with all reasonable care so as to ensure that the same does not fall into the hands of third parties or is not put to unauthorized use; and
c) not reproduce in any form the Confidential Information except with the prior written consent of NARL.

4.4. The confidentiality obligations under this Agreement shall not prevent you from disclosing the same if required by law or under the orders of any court of competent jurisdiction or other competent legal authority, provided that you give NARL a notice of such intended disclosure and an opportunity to oppose the same within reasonable time.

4.5. You hereby also agree and confirm that all Confidential Information shall remain the sole and absolute property of NARL or its clients', as applicable. You shall, at the time of leaving the services of NARL, return all Confidential Information and other property of NARL, which is your in possession.

4.6. The obligations under this Clause **4** shall survive the termination of this Agreement and shall survive so long as such information remains confidential. You also acknowledge that use of the Confidential Information contrary to the provisions hereof constitutes, among other things, criminal breach of trust in terms of the provisions of the Indian Penal Code, 1860.

4.7. The provisions of this Agreement for the protection of Confidential Information shall apply notwithstanding that you have unauthorized or inadvertently obtained access to or otherwise come into possession of such Confidential Information.

4.8. In order to secure or preserve Confidential Information, NARL shall have the right at all times to deactivate, disable, remove or prevent access to any property of NARL including computers, servers, computer networks, email accounts, databases, storage, and vehicles. NARL shall also have the right to confiscate all such documents, copies of documents, information bearing devices, storage devices,

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belonging to NARL or its clients, patients or customers, which you may possess whether with or without authorization.

5. **INTELLECTUAL PROPERTY**

5.1. "**Work Product**" means intellectual property rights or parts thereof, conceived, developed, or otherwise made by you, alone or jointly with others (a) in any way relating to NARL's activities; (b) during the course of your employment with NARL; (c) using tools, resources or materials belonging to NARL; or (d) based on material or information belonging to NARL; whether or not made during the your regular working hours, and whether or not made on NARL's premises.

5.2. You acknowledge that Work Products is created during the course of your employment with NARL. The Work Product shall be the sole and absolute property of NARL from date of creation thereof. You acknowledge that NARL has sole and absolute rights over any and all intellectual property rights whether as an owner or as a licensee.

5.3. To the extent that the Work Product or any portion thereof needs to be assigned to NARL to ensure that NARL is sole and absolute owner thereof, you hereby assign and agree to assign in the future to NARL all rights, title, and interest in and to any and all of the portion of the Work Product. To the extent permitted by applicable law, the moral rights in relation to the Work Product shall also vest in NARL. To the extent such moral rights cannot be assigned to NARL and to the extent the following is allowed by the laws in any country where moral rights exist, you hereby unconditionally and irrevocably waive the enforcement of such moral rights, and all claims and causes of action of any kind against NARL or related to NARL's customers, with respect to such rights. Your legal heirs shall not retain any moral rights in the Work Product.

5.4. You shall assist NARL, at NARL's expense, in every proper way to secure and maintain NARL's rights hereunder and to carry out the intent of this Agreement and for vesting NARL with full title to the Work Product including executing necessary documents, applications in that respect.

5.5. You hereby further represent, warrant and undertake that you will not use or integrate in the Work Product any third party materials or data that are not validly licensed to NARL. You confirm that you have not violated the intellectual property rights of any third party and covenant that you shall not violate the intellectual property rights of any third party in the course of your employment with NARL.

5.6. You hereby irrevocably appoint NARL as your attorney for the limited purpose of (a) ensuring that the ownership of the Work Product vests in NARL, and (b) for the purposes of seeking registration or other statutory protection in relation to the

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Work Product. You acknowledge that NARL has an interest in the agency and that the same may not be terminated to the prejudice of NARL. Termination of your employment shall not result in termination of the agency created hereunder.

6. NON-COMPETE & NON-SOLICITATION OBLIGATIONS

6.1. You hereby agree, acknowledge and confirm that you shall, in the course of your employment with NARL, obtain access to Confidential Information and have dealings with the customers and suppliers of NARL. In view of the same, you hereby undertake to not, anytime during your employment with NARL, either jointly or severally, directly or indirectly, and whether for profit or otherwise, commence or engage or be associated in any business that competes with the whole or any part of any of the business of NARL.

6.2. Without prejudice to the above, you further undertake to not induce or attempt to induce any employee, customer/client or vendor of NARL to cease to be an employee, customer/client or vendor, or otherwise interfere with the relationship between such an employee, customer/client or vendor, and NARL; anytime during the term of your employment with NARL or for a period of 2 (two) years thereafter.

6.3. You agree that the covenants in this Clause **6** and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of NARL and such limitations are reasonable with respect to the activities of NARL.

6.4. It is the intention of the parties that the provisions of this Clause 6 shall be enforced to the fullest extent permissible under the applicable law, but that the unenforceability (or the modification to conform with such applicable law) of any provision hereof shall not render unenforceable or impair the remainder, of this Clause 6. If any provision of Clause 6 shall be determined to be invalid or unenforceable, either in whole or in part, Clause 6 shall be deemed to be amended or modified, as necessary, the offending provision and to alter the remaining provisions of Clause 6 to the extent necessary to render the same valid and enforceable to the *fullest extent permissible.*

7. *TERMINATION*

7.1. This Agreement may be terminated during the probation period by Anand Lab with immediate effect and post probation period by either NARL or you by giving a prior notice of 60 (Sixty) days to the other. NARL shall also be entitled to terminate this Agreement by paying Salary in lieu of notice required to be issued under this Clause 7.1.

7.2. In the event of any breach of this Agreement by you or if you commit fraud, gross negligence, willful misconduct, theft, or any offence involving moral turpitude, NARL

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shall be entitled to terminate your employment forthwith without notice or Salary in lieu thereof.

7.3. ***Obligations of*** NARL. Upon the termination of your employment with NARL for any reason, NARL shall pay you, at the time of such termination, any amounts which are accrued but unpaid through the date of termination under the terms of this Agreement. It is clarified that NARL shall be entitled to deduct such amounts as may be due and owed by you to NARL from the amounts payable by NARL hereunder.

7.4. ***Your obligations***.

a) All Confidential Information shall be handed over to NARL, if in your possession or under your control.

b) You shall (a) forthwith execute and deliver to NARL a general release in form and substance acceptable to NARL; and (b) remain in full compliance with the material terms of this Agreement, including but not limited to the non-disclosure, non-competition and non-solicitation provisions hereof;

c) You shall cooperate fully with NARL in all matters relating to the completion of your pending work on behalf of NARL and the orderly transition of such work to such other employees as NARL may designate; and

d) You shall cooperate fully with NARL as to any and all claims, controversies, disputes or complaints over which you have any knowledge or that may relate to you or your employment relationship with NARL as NARL may reasonably require. Such cooperation includes, but is not limited to, providing NARL with all information known to you related to such claims, controversies, disputes or complaints and appearing and giving testimony in any forum.

7.5. ***Consequences & Survival***

a) Termination of this Agreement shall not affect the vested rights of the parties.

b) Clause 4 (*Non-compete and Non-solicitation*), Clause 5 (*Confidentiality*), Clause 6 (*Intellectual Property*), Clause 8.3 (*Notices*) and Clause 8.7 (*Dispute Resolution & Governing Law*) shall survive termination of this Agreement.

8. GENERAL

8.1. *Amendments*. Except as set forth herein, no amendment to this Agreement shall be binding NARL, and you unless such amendment or alteration is in writing and is signed by both.

8.2. *Entire Agreement*. This Agreement constitutes the entire agreement between NARL and you in relation to your employment with NARL.

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8.3. *Notices*. Any notice or other communication to be given by either NARL or you to the other pursuant to the Agreement shall be made in writing and issued at the address provided under Annexure B. A party may change or supplement the addresses under Annexure B, by informing the other party of the new address by issuing a written notice.

8.4. *Severability*. If one or more provisions of this Agreement are held to be illegal, invalid or unenforceable under applicable law, then NARL and you agree to renegotiate such provision in good faith. In the event NARL and you cannot reach a mutually agreeable and enforceable replacement for such provision, then (a) such provision shall be excluded from this Agreement, and (b) the balance of the Agreement shall be interpreted as if such provision were so excluded. NARL and you shall nevertheless be under an obligation to negotiate an alternate provision that is as close to the original intent of the parties and that is valid and effective

8.5. *Counterparts*. This Agreement may be executed in 2 (two) counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

8.6. *Waivers*. If at any time NARL or you waive their respective rights accruing to it, due to breach of any of the provisions of this Agreement, such waiver shall not be construed as continuing waiver of other breaches of the same kind or other provisions of this Agreement. None of the terms of this Agreement shall be deemed to have been waived or altered, unless such waiver or alteration is in writing and is signed by the concerned party.

8.7. *Dispute Resolution and Governing Law*. This Agreement shall be governed by the laws of India and the courts at Bangalore shall have the exclusive jurisdiction to entertain any dispute which may arise out of or in relation to, this Agreement.

8.8. *Declaration.* I declare that have never been found guilty / convicted of any administrative offense and / or crime. I am executing this declaration in support of my appointment with Neuberg Anand Reference Laboratory. I understand that any misrepresentation to the truth of the foregoing shall cause the disapproval of my application and / or outright revocation of the eligibility granted without prejudice to the filing of administrative and / or criminal case/s against me.

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Neuberg Anand

Please confirm your acceptance of the terms and conditions in this Agreement by signing and returning the attached copy within 7 (seven) days of the date of this Agreement.

On behalf of NARL, we wish you every success in your position and trust that our relationship will be long and mutually rewarding.

Sincerely,
For **NEUBERG ANAND REFERENCE LABORATORY**

Aishwarya Vasudevan
Group - Chief Operating Officer

Enc.: Annexure A

I HAVE READ AND UNDERSTOODTHE TERMS AND CONDITIONS IN THIS AGREEMENT AND CONSENT TO THE SAME

(Signature, Name & Date)

Anand Tower, 54 Bowring Hospital Road, Shivajinagar, Bangalore 560001
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REF:HRD/OFF/LETTER/10

Offer Letter

Ashwini S Murthy

D/O Shivmurthy M ,
 # Shri Maheshwara Shadhana,
Behind Taluk Office,
Arisikere-573103

Dear Ms/Mrs. Ashwini,

With reference to your job application and subsequent interview you have had with us, we are pleased to offer you the position of Scientist-Trainee for Pre Clinical Research in our organization at a CTC of Rs. 330000.00 (Rupees Three Lakh Thirty Thousand Rupees zero Paise only).

The current offered position will be for Bommasandra Unit,as you are expected to join duty on 02/11/2020 *beyond* which the offer would stand withdrawn, unless a new date is mutually agreed upon by us in writing. Please note that this offer is valid subject to your signing and send mail of this letter within seven working days.

Kindly report to Bommasandra Unit for joining formalities along with following documents(Photocopy and Originals):

1. Educational Certificates
2. Professional Certificates
3. Relieving certificate from the previous employer
4. Appointment letter of the previous employer and salary revision letters
5. Last pay slip received from the previous employer
6. Form 16 (TDS certificate)
7. Passport Size photographs – 6 No's
8. An updated Curriculum Vitae
9. PAN Card and Aadhar is Mandatory
10. Address proof – Voters ID card, Driving License, Passport.

This Offer of Employment is subject to receipt of satisfactory references and pre-employment medical check-up. Kindly sign the copy of this letter as a token of your acceptance of the offer and return us the same.

Your's faithfully,
For, Anthem Biosciences Pvt Ltd

AUTHORISED SIGNATORY

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#	Monthly(Rs.)	Yearly(Rs.)
Basic	**15000.00**	**180000.00**
HRA	**6000.00**	**72000.00**
Bonus	**3000.00**	**36000.00**
LTA	**0.00**	**0.00**
Other Allowance	**280.00**	**3360.00**
Gross Salary	**24280.00**	**291360.00**
Provident Fund	**1800.00**	**21600.00**
Gratuity Fund	**720.00**	**8640.00**
Canteen	**700.00**	**8400.00**
CTC	**27500.00**	**330000.00**
Take-Home CTC = (Gross - (PF/ESI + PT+Canteen))		
Other Benefits		

1. **Family Health Insurance Hospitalisation Insurance coverage for self, spouse and upto 2 children. Coverage ranges from Rs. 1,00,000/- to Rs. 2,00,000/-, depending on size of the family.**
2. **Employee Personal Accident Insurance coverage minimum of Rs.10,00,000/- or 2 times of CTC (whichever amount is higher will be applicable) based on the nature of the accident.**

REF:HRD/OFF/LETTER/10

Offer Letter

Harshith G M

Thyagadabagi,
Dornal Post,
Tarikeretaluk,
Chikkamagalur-577101

Dear Mr. Harshith,

With reference to your job application and subsequent interview you have had with us, we are pleased to offer you the position of Scientist-Trainee for Quality Control in our organization at a CTC of Rs. 330000.00 (Rupees Three Lakh Thirty Thousand Rupees zero Paise only).

The current offered position will be for Harohalli Unit,as you are expected to join duty on 15/10/2020 *beyond* which the offer would stand withdrawn, unless a new date is mutually agreed upon by us in writing. Please note that this offer is valid subject to your signing and send mail of this letter within seven working days.

Kindly report to Bommasandra Unit for joining formalities along with following documents(Photocopy and Originals):

1. Educational Certificates
2. Professional Certificates
3. Relieving certificate from the previous employer
4. Appointment letter of the previous employer and salary revision letters
5. Last pay slip received from the previous employer
6. Form 16 (TDS certificate)
7. Passport Size photographs – 6 No's
8. An updated Curriculum Vitae
9. PAN Card and Aadhar is Mandatory
10. Address proof – Voters ID card, Driving License, Passport.

This Offer of Employment is subject to receipt of satisfactory references and pre-employment medical check-up. Kindly sign the copy of this letter as a token of your acceptance of the offer and return us the same.

Your's faithfully,
For, Anthem Biosciences Pvt Ltd

AUTHORISED SIGNATORY

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#	Monthly(Rs.)	Yearly(Rs.)
Basic	**15000.00**	**180000.00**
HRA	**6000.00**	**72000.00**
Bonus	**3000.00**	**36000.00**
LTA	**0.00**	**0.00**
Other Allowance	**280.00**	**3360.00**
Gross Salary	**24280.00**	**291360.00**
Provident Fund	**1800.00**	**21600.00**
Gratuity Fund	**720.00**	**8640.00**
Canteen	**700.00**	**8400.00**
CTC	**27500.00**	**330000.00**
Take-Home CTC = (Gross - (PF/ESI + PT+Canteen))		
Other Benefits		

1. **Family Health Insurance Hospitalisation Insurance coverage for self, spouse and upto 2 children. Coverage ranges from Rs. 1,00,000/- to Rs. 2,00,000/-, depending on size of the family.**
2. **Employee Personal Accident Insurance coverage minimum of Rs.10,00,000/- or 2 times of CTC (whichever amount is higher will be applicable) based on the nature of the accident.**

REF:HRD/OFF/LETTER/10

Offer Letter

Ashwini S Murthy

D/O Shivmurthy M ,
 # Shri Maheshwara Shadhana,
Behind Taluk Office,
Arisikere-573103

Dear Ms/Mrs. Ashwini,

With reference to your job application and subsequent interview you have had with us, we are pleased to offer you the position of Scientist-Trainee for Pre Clinical Research in our organization at a CTC of Rs. 330000.00 (Rupees Three Lakh Thirty Thousand Rupees zero Paise only).

The current offered position will be for Bommasandra Unit,as you are expected to join duty on 02/11/2020 *beyond* which the offer would stand withdrawn, unless a new date is mutually agreed upon by us in writing. Please note that this offer is valid subject to your signing and send mail of this letter within seven working days.

Kindly report to Bommasandra Unit for joining formalities along with following documents(Photocopy and Originals):

1. Educational Certificates
2. Professional Certificates
3. Relieving certificate from the previous employer
4. Appointment letter of the previous employer and salary revision letters
5. Last pay slip received from the previous employer
6. Form 16 (TDS certificate)
7. Passport Size photographs – 6 No's
8. An updated Curriculum Vitae
9. PAN Card and Aadhar is Mandatory
10. Address proof – Voters ID card, Driving License, Passport.

This Offer of Employment is subject to receipt of satisfactory references and pre-employment medical check-up. Kindly sign the copy of this letter as a token of your acceptance of the offer and return us the same.

Your's faithfully,
For, Anthem Biosciences Pvt Ltd

AUTHORISED SIGNATORY

EMOLUMENT PACKAGE W.E.F

#	Monthly(Rs.)	Yearly(Rs.)
Basic	**15000.00**	**180000.00**
HRA	**6000.00**	**72000.00**
Bonus	**3000.00**	**36000.00**
LTA	**0.00**	**0.00**
Other Allowance	**280.00**	**3360.00**
Gross Salary	**24280.00**	**291360.00**
Provident Fund	**1800.00**	**21600.00**
Gratuity Fund	**720.00**	**8640.00**
Canteen	**700.00**	**8400.00**
CTC	**27500.00**	**330000.00**
Take-Home CTC = (Gross - (PF/ESI + PT+Canteen))		
Other Benefits		

1. **Family Health Insurance Hospitalisation Insurance coverage for self, spouse and upto 2 children. Coverage ranges from Rs. 1,00,000/- to Rs. 2,00,000/-, depending on size of the family.**
2. **Employee Personal Accident Insurance coverage minimum of Rs.10,00,000/- or 2 times of CTC (whichever amount is higher will be applicable) based on the nature of the accident.**

REF:HRD/OFF/LETTER/10

Offer Letter

Shakthi Vignesh S

#23, 4th Main,
4th Cross ,
Kakathiya Nagar,
Naidu Layout,
Bengaluru-560061

Dear Mr. Shakthi Vignesh,

With reference to your job application and subsequent interview you have had with us, we are pleased to offer you the position of Scientist-Trainee for Biologicals in our organization at a CTC of Rs. 330000.00 (Rupees Three Lakh Thirty Thousand Rupees zero Paise only).

The current offered position will be for Bommasandra Unit,as you are expected to join duty on 04/01/2021 *beyond* which the offer would stand withdrawn, unless a new date is mutually agreed upon by us in writing. Please note that this offer is valid subject to your signing and send mail of this letter within seven working days.

Kindly report to Bommasandra Unit for joining formalities along with following documents(Photocopy and Originals):

1. Educational Certificates
2. Professional Certificates
3. Relieving certificate from the previous employer
4. Appointment letter of the previous employer and salary revision letters
5. Last pay slip received from the previous employer
6. Form 16 (TDS certificate)
7. Passport Size photographs – 6 No's
8. An updated Curriculum Vitae
9. PAN Card and Aadhar is Mandatory
10. Address proof – Voters ID card, Driving License, Passport.

This Offer of Employment is subject to receipt of satisfactory references and pre-employment medical check-up. Kindly sign the copy of this letter as a token of your acceptance of the offer and return us the same.

Your's faithfully,
For, Anthem Biosciences Pvt Ltd

AUTHORISED SIGNATORY

EMOLUMENT PACKAGE W.E.F

#	Monthly(Rs.)	Yearly(Rs.)
Basic	**15000.00**	**180000.00**
HRA	**6000.00**	**72000.00**
Bonus	**3000.00**	**36000.00**
LTA	**0.00**	**0.00**
Other Allowance	**280.00**	**3360.00**
Gross Salary	**24280.00**	**291360.00**
Provident Fund	**1800.00**	**21600.00**
Gratuity Fund	**720.00**	**8640.00**
Canteen	**700.00**	**8400.00**
CTC	**27500.00**	**330000.00**
Take-Home CTC = (Gross - (PF/ESI + PT+Canteen))		
Other Benefits		

1. **Family Health Insurance Hospitalisation Insurance coverage for self, spouse and upto 2 children. Coverage ranges from Rs. 1,00,000/- to Rs. 2,00,000/-, depending on size of the family.**
2. **Employee Personal Accident Insurance coverage minimum of Rs.10,00,000/- or 2 times of CTC (whichever amount is higher will be applicable) based on the nature of the accident.**

REF:HRD/OFF/LETTER/10

Offer Letter

Amar N

#5/9/2 7th Main Road,
7th Block,
4th Phase, 5th Cross,
S B Colony ,
BSK 3rd Stage

Dear Mr. Amar ,

With reference to your job application and subsequent interview you have had with us, we are pleased to offer you the position of Scientist-Trainee for Quality Control in our organization at a CTC of Rs. 330000.00 (Rupees Three Lakh Thirty Thousand Rupees zero Paise only).

The current offered position will be for Harohalli Unit,as you are expected to join duty on 02/11/2020 *beyond* which the offer would stand withdrawn, unless a new date is mutually agreed upon by us in writing. Please note that this offer is valid subject to your signing and send mail of this letter within seven working days.

Kindly report to Bommasandra Unit for joining formalities along with following documents(Photocopy and Originals):

1. Educational Certificates
2. Professional Certificates
3. Relieving certificate from the previous employer
4. Appointment letter of the previous employer and salary revision letters
5. Last pay slip received from the previous employer
6. Form 16 (TDS certificate)
7. Passport Size photographs – 6 No’s
8. An updated Curriculum Vitae
9. PAN Card and Aadhar is Mandatory
10. Address proof – Voters ID card, Driving License, Passport.

This Offer of Employment is subject to receipt of satisfactory references and pre-employment medical check-up. Kindly sign the copy of this letter as a token of your acceptance of the offer and return us the same.

Your’s faithfully,
For, Anthem Biosciences Pvt Ltd

AUTHORISED SIGNATORY

EMOLUMENT PACKAGE W.E.F

#	Monthly(Rs.)	Yearly(Rs.)
Basic	**15000.00**	**180000.00**
HRA	**6000.00**	**72000.00**
Bonus	**3000.00**	**36000.00**
LTA	**0.00**	**0.00**
Other Allowance	**280.00**	**3360.00**
Gross Salary	**24280.00**	**291360.00**
Provident Fund	**1800.00**	**21600.00**
Gratuity Fund	**720.00**	**8640.00**
Canteen	**700.00**	**8400.00**
CTC	**27500.00**	**330000.00**
Take-Home CTC = (Gross - (PF/ESI + PT+Canteen))		
Other Benefits		

1. **Family Health Insurance Hospitalisation Insurance coverage for self, spouse and upto 2 children. Coverage ranges from Rs. 1,00,000/- to Rs. 2,00,000/-, depending on size of the family.**
2. **Employee Personal Accident Insurance coverage minimum of Rs.10,00,000/- or 2 times of CTC (whichever amount is higher will be applicable) based on the nature of the accident.**

BENCOS
Research Solutions Pvt. Ltd.

701-Tiera B, Lodha Splendora,
Thane West, Thane-400615, MH
CIN – U72300MH2011PTC218194
Tel: 022-4112 5262
Email:info@bencoslife.com

Offer Letter

To **26.08.2020**
Ms. Sarbani Chakborty
Guwahati

Dear Ms. Sarbani,

In reference to our discussion with you we are pleased to offer you the post of **Jr. Business Development Officer with** a salary of Rs 8,000/ per month with Bencos Research Solutions Pvt. Ltd. w.e.f. 1st of Sep 2020. Travel allowance will be provided separately on the basis of travel schedules wherever applicable.

Your location of job posting will be Guwahati. A basic conveyance of Rs 150 will be provided for business travel within the city of placement.

Your probation period will be further extended which is primarily fixed for two months from the date of joining. But if you leave the organization within the said probation period or before the completion of probation period and at the same time you are assigned with a project, your probation period will be extended for a month considered as notice period till the completion of work assigned to you as well as getting the final feedback from your immediate reporting Head.

Your resignation letter may be accepted but your final settlement will be done after final review and satisfaction of that particular project within the specified time only. If you fail to execute all deliverables during the notice period, you won't be entitled to any remuneration thereafter. You are entitled to avail only one leave per month during the training period.

You will be confirmed as an employee with the company on successful completion of the probation period depending on your final assessment and review by the management.

The letter of appointment cum confirmation would be issued on the completion of successful probation period.

You are requested to submit the scan copy of following documents by mail:

1. Copies of Educational Certificates
2. Copies of Experience Certificates (if any)
3. Proof of Identity
4. Relieving certificate from previous employer (if any)
5. Resume

Kindly send us the signed and scanned copy by mail as an acknowledgement of acceptance of our offer.

With best wishes,

For Bencos Research Solutions Pvt. Ltd.

RUMA BHOWMIK
HR Manager

Ref: BPL/HR/LET_OFR/5416
Date: 11/25/2021

Ms. Pooja Y
#17, 9th Main Begur Road
Bommanahalli
Karnataka - 560068

Dear Pooja,

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 SCIENTIST in GENERIC FORMULATION R&D.
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 12/01/2021 **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

Dayananda Sagar University

Susweta Das <susweta@dsu.edu.in>

Fwd: Offer: MSc Biotechnology; Batch 2018

2 messages

VARSHA K R <varshagowdakr@gmail.com> Wed, Feb 9, 2022 at 10:01 AM
To: susweta@dsu.edu.in

Hi Ma'am,

Good morning.

Please refer the trailing mail(mail confirmation) for your reference.

Thank you and best regards

Varsha K R

---------- Forwarded message ---------
From: <harini@bioneeds.in>
Date: Wed, 28 Oct, 2020, 2:20 pm
Subject: Offer
To: <varshagowdakr@gmail.com>
Cc: <raghavendra@bioneeds.in>, <vinaybabu@bioneeds.in>

Dear Varsha,

Greetings from Bioneeds !!!

We are glad to inform you that you have been selected as a Trainee-Business Development at Bioneeds India Private Limited.

You will undergo training for a period of 1 year from the date of joining. You will be paid a consolidated, all-inclusive stipend of Rs. 15,000/- per month.

Your Appointment letter and the detailed break up will be given at the time of joining.

Please convey your acceptance of the same by email and confirm the joining date.

Regards,

Harini

Manager-Human Resource

9686669227

Plot No : 03, Peenya Industrial Area,

1st Main Road, Peenya 1st Stage,

Bengaluru – 560058, India.

Tel: +91 80 22658400

Website: www.bioneeds.in

Please don't print this e-mail unless you really need.

Confidential and Privileged

This e-mail and any files transmitted with it are for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies and the original message.

3 attachments

image001.png
6K

image002.png
30K

image002.png
30K

Susweta Das <susweta@dsu.edu.in> Wed, Feb 9, 2022 at 9:59 AM
To: VARSHA K R <varshagowdakr@gmail.com>

Thank u varsha.
Tkcre
Dowell
[Quoted text hidden]

celegence

13-Mar-2020

Rashmi G. Nagendra

168, 1st Cross, 1st Block,
BSK 3rd Stage, 3rd Phase,
Bangalore- 560085

Subject: OFFER / APPOINTMENT LETTER

Dear Rashmi,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. **Appointment Terms:**

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

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f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. Miscellaneous:

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: _____

Name as per your Aadhar card in Full: _____ _____ _____

_____ _____

Signature for acceptance **Date of acceptance**

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COMPENSATION BREAKUP

Name: Rashmi G. Nagendra
Desig: Junior Associate, Regulatory Affairs

A	**MONTHLY SALARY**	Rs./Ps.
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

celegence

13-Mar-2020

Zahra Anwar

2103 Celeste, Salarpura Sattva Cadenza, Tower 3,
Hosur Main Road, Kudli Junction,
Bangalore- 560068

Subject: OFFER / APPOINTMENT LETTER

Dear Zahra,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. Appointment Terms:

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

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f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. **Miscellaneous:**

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: 1ST JULY 2020 [ON COMPLETION OF MY MASTER'S DEGREE FROM DSU]

Name as per your Aadhar card in Full: ZAHRA ANWAR

Signature for acceptance

20th MARCH 2020
Date of acceptance

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CONFIDENTIAL

COMPENSATION BREAKUP

Name: Zahra Anwar
Desig: Junior Associate, Regulatory Affairs

A	**MONTHLY SALARY**	Rs./Ps.
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

celegence

13-Mar-2020

Abhinav Kumar

P -1/9 Vidyapuri Colony,
Kankarbagh Patna
Bihar - 800020

Subject: OFFER / APPOINTMENT LETTER

Dear **Abhinav**,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. **Appointment Terms:**

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

celegence

f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. Miscellaneous:

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: _____

Name as per your Aadhar card in Full: _____ _____ _____

_____ _____

Signature for acceptance **Date of acceptance**

celegence

CONFIDENTIAL

COMPENSATION BREAKUP

Name: Abhinav Kumar
Desig: Junior Associate, Regulatory Affairs

		Rs./Ps.
A	**MONTHLY SALARY**	
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

Dayananda Sagar Institutions

PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

RE: VIRTUAL CAMPUS HIRING INVITATION _ DAYANANDA SAGAR INSTITUTIONS

Mathai,Eby <Eby.Mathai@cerner.com> Tue, Jun 30, 2020 at 12:39 PM
To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>
Cc: "Gunashekar,Amitha" <Amitha.Gunashekar3@cerner.com>, "S,Muthurajkumar" <Muthurajkumar.S@cerner.com>

Hi Payal,

Greetings from Cerner !

Apologies for the delay, Please find the list of the candidates below who were shortlisted for the Revenue Cycle Specialist position.

We would be able to make an offer for the Post graduate students Mrittika and Vaishnavi at this point as they had completed their degree course and we will have to keep the Graduate students on hold until they complete their exams and get their results. We have already informed the same to the candidates.

Anusha R	anusharamesh563@gmail.com	8105773412	On Hold
BANDREDDI VAISHNAVI SINDHUJA	sindhu131997@gmail.com	8050403852	Offer in process
Chandana R	chandanaraj164@gmail.com	7349583288	On Hold
dhruv kumar thakur	kumardhruv291@gmail.com	9663171152	On Hold
Jeffren Diana R	jeffren1997a@gmail.com	8884075138	On Hold
Mohammed Rizvan	ebrizwan@gmail.com	9916557353	On Hold
Mrittika ghosh	shipraghosh026@gmail.com	9535294804	Offer in process
Mrudula KJ	mrudulajagdish@gmail.com	9663287136	On Hold
NIBEDITA DAS	nibe2110@gmail.com	8787597689	On Hold
Saima	jollysaima25@gmail.com	7349592528	On Hold
Venkatesh Prasad N	venkiprasadn@gmail.com	8884222341	On Hold

Please let me know if there any further information I can help you with !

Thanks and Regards

Eby.M.Mathai

Recruiter / India Recruiting,

Contact: 08033010437

Eby.Mathai@cerner.com

www.cernercareers.com

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Sent: Tuesday, June 30, 2020 11:17 AM
To: Mathai,Eby <Eby.Mathai@cerner.com>
Cc: Gunashekar,Amitha <Amitha.Gunashekar3@cerner.com>; S,Muthurajkumar <Muthurajkumar.S@Cerner.com>
Subject: Re: VIRTUAL CAMPUS HIRING INVITATION _ DAYANANDA SAGAR INSTITUTIONS

Hi Eby,

Share the results pls.

PAYAL MANDAL
Dayananda Sagar Institutions
Sr.Manager Training & Placement

: 91-9916986979

: 080-26663981

Shavige Malleshwara Layout
Kumaraswamy Layout,BLR

www.dsu.edu.in
www.dayanandasagar.edu

On Mon, Jun 29, 2020 at 9:50 AM PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu> wrote:

> okay.

Dayananda Sagar Institutions

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Mohammed Rizvan	ebrizwan@gmail.com	9916557353	On Hold
Mrittika ghosh	shipraghosh026@gmail.com	9535294804	Offer in process
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NIBEDITA DAS	nibe2110@gmail.com	8787597689	On Hold
Saima	jollysaima25@gmail.com	7349592528	On Hold
Venkatesh Prasad N	venkiprasadn@gmail.com	8884222341	On Hold

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Thanks and Regards

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www.dayanandasagar.edu

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> okay.

June 29, 2020

SNEHA BARIK
Kitaganur, Karagadamba layout
K R puram, bangalore
Bangalore, India 560036

Dear SNEHA BARIK :

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.

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Sincerely,

Eby Mathai
Recruiter

ACCEPTANCE

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Signature:_____
SNEHA BARIK

Today's Date: _____

June 29, 2020

SUSHMA J
Vasavi Temple St, Vishweshwarapura,
Basavanagudi, Bengaluru,
Karnataka 560004

Dear SUSHMA J:

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.

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Signature:_____
SUSHMA J

Today's Date: _____

June 29, 2020

SUPARNO BANERJEE
4th T Block East, Pattabhirama Nagar,
Jayanagar, Bengaluru,
Karnataka 560011

Dear SUPARNO BANERJEE :

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.

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Signature:_____
SUPARNO BANERJEE

Today's Date: _____

June 29, 2020

DIVYASHREE V
NS Palya, 2, BTM Layout,
Bengaluru, Karnataka 560076

Dear DIVYASHREE V:

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.

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Signature:_____
DIVYASHREE V

Today's Date: _____

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
February 20, 2023

Ms.Aishwarya HS
#785,D-1 Ground Floor
Bda Flats
Austin Town
Bangalore-560047

Dear Aishwarya,

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 **Business Analyst** and your **Total Target Earnings** is **INR 417,840**.

You are requested to report at our **Bangalore** office on **February 23, 2023.** 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 **February 22, 2023**

- 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

- 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

- 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 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

- 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

Contd...4...

- 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
2.0 Yrs.	=	2.0 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.

Contd...5...

- **Compensation Pay Components:**

Pay Components	Monthly (INR)	Annual (INR)
Basic (Inclusive of D.A.)	21,500	258,000
Flexible Compensation Plan[-1]	8,220	98,640
Base Compensation	**29,720**	**356,640**
Provident Fund *Company Contribution*	2,580	30,960
Gratuity Fund Contribution	1,034	12,408
Gross Compensation	**33,334**	**400,008**
Share Purchase Plan *Company Contribution*[-2]	892	10,704
Profit Participation Plan[-3]	594	7,128
Total Target Earnings	**34,820**	**417,840**

- [-1] **Flexible Compensation Plan**: Option to allocate to components like Meal Vouchers, Conveyance, National Pension Scheme, LTA etc.
- [-2] CGI will contribute towards **Share Purchase Plan (SPP)**: As part of our ownership culture, we enable those who join CGI to become an owner through our Share Purchase Plan. It is an opportunity for you to buy shares in CGI, become an owner, and benefit from any long-term appreciation in the CGI share price. When you choose a percentage to contribute, CGI will match your contribution 100% (up to **3.0%** of your Base Compensation). Contributions are done on a monthly basis towards the purchase of CGI shares and you can start, stop and change your contribution at any time. 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
- [-3] **Profit Participation Plan**: This plan distributes a portion of our profits based on the achievement of CGI's financial objectives, as well as individual performance. The Target Profit Participation Plan (PPP) is at **2.0%** of Base Compensation on pro rata basis, and can be more or less basis the performance of CGI, performance of Business Units and performance of Individuals. All regular members employed as of Jun 30th of CGI Inc. fiscal year (Oct-Sept) are eligible and should be active on rolls as on Dec 31st to receive the payout. 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

In addition to the above you are eligible for:

- **INR 25,000/-** towards annual insurance premium to cover self, spouse & up to two dependent children under Group MediClaim Insurance and to cover self under Group Personal Accident Insurance & Group Term Life Insurance

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.,

Sarika Pradhan
Vice President Corporate Services

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 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
28-Jul-22

Ms.Anusha P
#1339/A
1st main 2nd west cross
L N colony yeshwanthpur
Bangalore- 560022

Dear Anusha,

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 Business Analyst** and your Gross Compensation is **INR 350,004/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, 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. If you have questions, write to cgirecruitment.india@cgi.com
- 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
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy

anusha p

29-july-2022

Contd...2...

- 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

- On joining, continued employment, is conditional on successful clearance of such tests. These tests are administered basis the nature of the business for which you have been offered and are administered and governed at the sole discretion of CGI management

- **Code of conduct:** You will abide by the applicable rules and regulations in force from time to time and you are 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

- 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

- **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

- **Communication:** Please approach your immediate supervisor for any queries pertaining to project or organization related concerns, suggestions that 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 by either side by giving fifteen days' written notice or salary in lieu thereof during the Probationary Period and **Two months' written notice** or **salary in lieu thereof** after confirmation of employment with the Company. 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 your employment with the Company is terminated due to resignation or material breach of the terms of the employment prior to completion of two (2) years of service as required under this letter or any other period defined in the service agreement executed pursuant to this letter, effective such resignation or termination, as the case may be, you will fully reimburse the Company the training costs incurred by the Company and quantified in the service agreement, as liquidated damage. Further, you shall be liable to reimburse the joining bonus, transition bonus, notice pay and relocation expenses, if any, paid by the Company

- 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.

HR\F\ JD44770

Ms.Anusha P

- **Base Compensation Components:**

Designation : Associate Business Analyst		
Effective : July 29,2022		
Pay Components	**Pay Components**	**Pay Components**
Basic (Inclusive of D.A.)	21,500	258,000
Flexible Compensation Plan[-1]	4,053	48,636
Base Compensation	**25,553**	**306,636**
Provident Fund *Company Contribution*	2,580	30,960
Gratuity Fund Contribution	1,034	12,408
Gross Compensation	**29,167**	**350,004**

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, 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.

anusha p

29-july-2022

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 Sharma
Senior Vice President

I have read the terms and conditions of employment and 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.

anusha p

29-july-2022

Signature & Date

Annexure-A

We request you to bring 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

anusha p

Dear SUNITHA G,

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 April 2021 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.

Requisition ID # HC#IND/7804/14 Resume ID # RES/445847/14

17-Sep-2020

To,
Nivetha K,
Bangalore

Dear Nivetha K,

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-Content** 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 **19October,2020** 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 **19 October, 2020.** During this period your total Compensation will be **Rs. 324,000 p.a. (Rupees Three Lakhs Twenty Four 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 **Nivetha K,** 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 19**October, 2020.**

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	90,000	7,500
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	83,151	6,929
HRA	36,000	3,000
Communication	12,000	1,000
Sub Total 1	**221,151**	**18,429**
Retiral Components		
Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Sub Total 2	**26,649**	**2,221**
Other Components		
*Statutory Bonus/ Ex-gratia	37,200	3,100
Variable Pay - On a rating of 3	15,000	1,250
Sub Total 3	**52,200**	**4,350**
Cost to Company (CTC)	**300,000**	**25,000**
Special Payout	24,000	2,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**324,000**	**27,000**
Deductions		
Employee Provident Fund*	22,320	1,860
Retirals		
Employer Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Total	**48,969**	**4,081**
Net Take home (without TDS)	**236,031**	**19,669**

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. 15,000/-p.a.(Rupees Fifteen Thousand 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 @ 3.25% and 0.75% 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. 48,000/-** (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.

- **Relocation Allowance**:

  You would be provided with the below relocation benefits:

  1. Maximum of two weeks of company arranged accommodation.
  2. One way travel reimbursement for self to the concerned city of relocation by Bus / Train (3 tier AC).
  3. Maximum of Rs. 1000 reimbursement towards cab expenses on production of bills.

  Relocation amount can be claimed with relevant supporting (bills) Tickets – Bus/Train, within a period of two months from joining.

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. 15,00,000/- (Rupees Fifteen Lakhs Only)** or maximum of 1.5 times of the Annual CTC.

With best wishes,

Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/7804/14 Resume ID # RES/445839/14

17-Sep-2020

To,
Mandara M,
Bangalore

Dear Mandara M,

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-Content** in our company as detailed below. Your appointment is effective from the date of joining which shall be communicated to you by the **19 October,2020** . You will be based at our Bangalore office and detailed appointment letter will 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 **date of joining**. During this period your total Compensation will be **Rs. 324,000 p.a. (Rupees Three Lakhs Twenty Four 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 & Procedures:** You will be governed by the Company's 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. **Working Hours:** 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 business requirements / policies and exigencies of work.

7. **Exclusiveness**: Your position is a full-time employment with the company and you shall devote yourself exclusively to the business of the company.

8. **Deployment, Transfer and Travel:** You will be liable to be deployed, transferred in such capacity as the Company from time to time determines to any other location, department, establishment, factory or branch of the Company or its affiliate, associate, subsidiary companies. On transfer, you will be governed by the terms and conditions of services as applicable. You will also be required to undertake travel on Company work. You will be reimbursed all expenses incurred by you towards travel, local conveyance, boarding and lodging as per the Company policy.

9. **Statutory Obligations**: You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy.

10. **Confidentiality and Non-competition**: You hereby confirm that you will conform to the Confidentiality, Protection of Interest and Non-compete undertaking, which is applicable from time to time.

11. **Performance:** Your performance will be assessed and appraised annually as per the performance appraisal/evaluation process or any other mechanism implemented by the Company from time to time depending on the roles and responsibilities assigned to you. Any review in compensation, role, designation, and band level will be subject to annual review or in line with the process as applicable from time to time, subject to performance and fulfillment of all eligibility criteria and contribution.

12. **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.

13. **Offer Validity**: The offer letter at all times, be valid upon your successful clearance of all exams across all semesters and submission of course completion certificate. In case if there are any backlogs or discrepancies in submission of the above clearances, the student should inform and seek approval from the company in writing upfront before joining. In an unfortunate scenario, if there are gaps or data discrepancy is found, the company reserves the right to withdraw the offer at any point of time

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.

   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 **Mandara M,** hereby accept the position and terms and conditions of employment offered. 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.

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	90,000	7,500
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	83,151	6,929
HRA	36,000	3,000
Communication	12,000	1,000
Sub Total 1	**221,151**	**18,429**
Retiral Components		
Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Sub Total 2	**26,649**	**2,221**
Other Components		
*Statutory Bonus/ Ex-gratia	37,200	3,100
Variable Pay - On a rating of 3	15,000	1,250
Sub Total 3	**52,200**	**4,350**
Cost to Company (CTC)	**300,000**	**25,000**
Special Payout	24,000	2,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**324,000**	**27,000**
Deductions		
Employee Provident Fund*	22,320	1,860
Retirals		
Employer Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Total	**48,969**	**4,081**
Net Take home (without TDS)	**236,031**	**19,669**

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. 15,000/-p.a.(Rupees Fifteen Thousand 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 @ 3.25% and 0.75% 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. 48,000/-** (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.

- **Relocation Allowance**:

  You would be provided with the below relocation benefits:

  1. Maximum of two weeks of company arranged accommodation.
  2. One way travel reimbursement for self to the concerned city of relocation by Bus / Train (3 tier AC).
  3. Maximum of Rs. 1000 reimbursement towards cab expenses on production of bills.

  Relocation amount can be claimed with relevant supporting (bills) Tickets – Bus/Train, within a period of two months from joining.

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. 15,00,000/- (Rupees Fifteen Lakhs Only)** or maximum of 1.5 times of the Annual CTC.

With best wishes,

Bina Patil
Vice President - Human Resources

Requisition ID # HC#IND/7804/14 Resume ID # RES/445833/14

17-Sep-2020

To,
Sagar N V,
Bangalore

Dear Sagar N V,

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-Content** in our company as detailed below. Your appointment is effective from the date of joining which shall be communicated to you by the **19 October,2020** . You will be based at our Bangalore office and detailed appointment letter will 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 **date of joining**. During this period your total Compensation will be **Rs. 324,000 p.a. (Rupees Three Lakhs Twenty Four 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 & Procedures:** You will be governed by the Company's 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. **Working Hours:** 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 business requirements / policies and exigencies of work.

7. **Exclusiveness**: Your position is a full-time employment with the company and you shall devote yourself exclusively to the business of the company.

8. **Deployment, Transfer and Travel:** You will be liable to be deployed, transferred in such capacity as the Company from time to time determines to any other location, department, establishment, factory or branch of the Company or its affiliate, associate, subsidiary companies. On transfer, you will be governed by the terms and conditions of services as applicable. You will also be required to undertake travel on Company work. You will be reimbursed all expenses incurred by you towards travel, local conveyance, boarding and lodging as per the Company policy.

9. **Statutory Obligations**: You will be governed by statutory rules and regulations as per the Country's/State Legislation's & Company's policy.

10. **Confidentiality and Non-competition**: You hereby confirm that you will conform to the Confidentiality, Protection of Interest and Non-compete undertaking, which is applicable from time to time.

11. **Performance:** Your performance will be assessed and appraised annually as per the performance appraisal/evaluation process or any other mechanism implemented by the Company from time to time depending on the roles and responsibilities assigned to you. Any review in compensation, role, designation, and band level will be subject to annual review or in line with the process as applicable from time to time, subject to performance and fulfillment of all eligibility criteria and contribution.

12. **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.

13. **Offer Validity**: The offer letter at all times, be valid upon your successful clearance of all exams across all semesters and submission of course completion certificate. In case if there are any backlogs or discrepancies in submission of the above clearances, the student should inform and seek approval from the company in writing upfront before joining. In an unfortunate scenario, if there are gaps or data discrepancy is found, the company reserves the right to withdraw the offer at any point of time

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.

   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 **Sagar N V,** hereby accept the position and terms and conditions of employment offered. 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.

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	90,000	7,500
Flexible Benefit Components (FBC) * Personal Pay * Other Flexible Components (OFC)	83,151	6,929
HRA	36,000	3,000
Communication	12,000	1,000
Sub Total 1	**221,151**	**18,429**
Retiral Components		
Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Sub Total 2	**26,649**	**2,221**
Other Components		
*Statutory Bonus/ Ex-gratia	37,200	3,100
Variable Pay - On a rating of 3	15,000	1,250
Sub Total 3	**52,200**	**4,350**
Cost to Company (CTC)	**300,000**	**25,000**
Special Payout	24,000	2,000
Additionally you will be eligible for (If applicable)		
Total Compensation	**324,000**	**27,000**
Deductions		
Employee Provident Fund*	22,320	1,860
Retirals		
Employer Provident Fund*	22,320	1,860
Gratuity*	4,329	361
Total	**48,969**	**4,081**
Net Take home (without TDS)	**236,031**	**19,669**

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. 15,000/-p.a.(Rupees Fifteen Thousand 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 @ 3.25% and 0.75% 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 a

mount 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. 48,000/-** (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.

- **Relocation Allowance**:

  You would be provided with the below relocation benefits:

  1. Maximum of two weeks of company arranged accommodation.
  2. One way travel reimbursement for self to the concerned city of relocation by Bus / Train (3 tier AC).
  3. Maximum of Rs. 1000 reimbursement towards cab expenses on production of bills.

  Relocation amount can be claimed with relevant supporting (bills) Tickets – Bus/Train, within a period of two months from joining.

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. 15,00,000/- (Rupees Fifteen Lakhs Only)** or maximum of 1.5 times of the Annual CTC.

With best wishes,

Bina Patil
Vice President - Human Resources

6/01/2021

Bhanu L
209/1, 5th main, 6th phase, 1st stage, Industrial town, Rajajinagar
Bangalore
560010

Dear Bhanu,

Welcome to IQVIA™
On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 55,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be {Sr Reg Doc Coord - 110}. You will be based in Bangalore, India (INBGL1, 42.5, Omega). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

ANNUAL GROSS PAY (AGP) - 292,000.00

PROVIDENT FUND - 21600

FIXED COST TO COMPANY (1+2) - 313,600

ANNUAL INCENTIVE PAY TARGET* - 23360

TOTAL COST TO COMPANY (3+4) - 336,960

ANNUAL INCENTIVE PAY TARGET*

You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

You will be required to work in shifts as per the company requirements.

BENEFITS:

- Gratuity: The eligibility and amount of this benefit is as per the applicable laws.
- Leave Eligibility: All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- Group Mediclaim: Employee and family members are covered as per prevailing Company Policy.
- Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

Samit Vinay Raj
Senior Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 18/01/2021

www.iqvia.com

EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 18/01/2021 is made and entered by IQVIA RDS (India) Private Limited (hereinafter “IQVIA”) and Bhanu L, AGED ({ 24} (DOB: 15 Nov 1996), [S-D]/o {Lakshmi N } having Aadhar No. {973611189532} (hereinafter the "Executive").

IQVIA desires to employ this Executive as Sr Reg Doc Coord and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

1. EMPLOYMENT. IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

2. NATURE OF EMPLOYMENT. This Executive shall serve as a Sr Reg Doc Coord and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.

2.3 This Executive's base of operation shall be Bangalore, India (INBGL1, 42.5, Omega) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

3. COMPENSATION.

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. 292,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

4. TERM OF EMPLOYMENT.

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive’s employment with IQVIA (the “Probation Period”), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the “Extended Probation Period”); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive’s employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari pasu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

(i) your performance of your job in an unsatisfactory manner, as determined by the Company;

(ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;

(iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;

(iv) your misconduct, violation of any law classified as a felony or dishonesty; or

(v) the Company's dissolution or cessation of business operations.

“Negative Medical Report” as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the “Retirement Age”).

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

5. COMPENSATION AND BENEFITS UPON TERMINATION.

5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive’s termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive’s then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive’s compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive’s ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive’s termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES.

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA's and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:

(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly:

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas; (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

7. RELEASE. Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

8. EMPLOYEE REPRESENTATIONS.

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.

(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

(i) Gain unauthorized access to the computer system or computer network; or

(ii) Download, copy or extract any information or data from such system; or

(iii) Introduce any harmful code; or

(iv) Cause any damage to the system or network; or

(v) Cause the non-functioning or malfunctioning of any system or network; or

(vi) Cause denial of access to any authorized person to the system or network; or

(vii) Contravene any provision of the Information Technology Act, 2000 and the rules and regulation made there under; or

(viii) Tamper or manipulate any system or network with the object of operating the account of another person; or

(ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or

(x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

(i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.

(ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.

(iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment.

Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA's confidential information shall include, but not limited to:

(i) IQVIA's data and databases.

(ii) Statistical methodologies, computer software and documentation.

(iii) Information about employees (including compensation, benefits and performance reviews).

(iv) Lists of customers and prospective customers.

(v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.

(vi) Methods of doing business and business processes.

(vii) Financial information relating to the performance of the Company.

(viii) Internal policies accessible only to employees during employment.

(ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential Information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

(f) Confidential Information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA Inventions. IQVIA inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. NOTICES. All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address

Bhanu L
209/1, 5th main, 6th phase, 1st stage, Industrial town, Rajajinagar
Bangalore
India
560010

If to the Company, to:
IQVIA
OFFICE OF GENERAL COUNSEL,
II Floor, Etamin Block
Prestige Technology Park II
Sarjapur-Marathahalli Outer Ring Road
Bangalore 560 103
Office: +9180 7131 7777
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. WAIVER OF BREACH. The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. ENTIRE AGREEMENT. Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

12. SEVERABILITY. If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

13. PARTIES BOUND. The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

14. GOVERNING LAW. This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

Bhanu L

For and on behalf of
IQVIA RDS (India) Private Limited

Samit Vinay Raj
Senior Director, Talent Acquisition Team

September 1, 2021

Ms. Kavya S
#27/12, 4th 'C' cross,
Avalahalli, Byatrayanapura new extension,
Bengaluru, Karnataka-560026, India
Mobile: 9591352532

Letter of Offer

Dear Kavya,

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 **6 September 2021**. 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 1, 2021

Dear Kavya,

This refers to our letter of Offer dated 1 September 2021 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

Jubilant Biosys Limited
#96, Industrial Suburb, 2nd Stage,
Industrial Area, Yeshwanthpur,
Bangalore-560 022
Tel: +91 80 66628400, 66628250
Fax: +91 80 66628333
E-mail: bd@jubilantbiosys.com
www.jubilantbiosys.com

CIN : U24110UP1998PLC029591

Regd Office:
Jubilant Biosys Limited
I-A, Sector 16-A,
Noida - 201 301, UP, India
Tel : +91120 2516601-11
Fax : +91120 2516627

Compensation Structure - Kavya S		
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		

ಕರ್ನಾಟಕ ಲೋಕಸೇವಾ ಆಯೋಗ

ಸಂಖ್ಯೆ: ಇ(3)1561-2411/2020-21/ಪಿಎಸ್‌ಸಿ.

ಲೋಕಸೇವಾ ಆಯೋಗದ ಕಛೇರಿ,
"ಉದ್ಯೋಗ ಸೌಧ",
ಬೆಂಗಳೂರು, ದಿನಾಂಕ:11-06-2020

ಹಿಂಬರಹ

ಶ್ರೀ/ಶ್ರೀಮತಿ

19 SUSHMA D SUVARNA (3395148)
D/O DAYANAND H NO 101
GANSHAM HOUSING COMPLEX
S B TEMPLE ROAD KALABURAGI
Kalaburagi 585103

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ಕರ್ನಾಟಕ ಲೋಕಸೇವಾ ಆಯೋಗವು ಕರ್ನಾಟಕದ ವಿವಿಧ ಇಲಾಖೆಗಳಲ್ಲಿನ ದ್ವಿ.ದ.ಸ ಹುದ್ದೆಗಳಿಗೆ ಆಯೋಗದ ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ:ಇ(2)1170/17-18/ಪಿಎಸ್‌ಸಿ ದಿ:01-09-2017 ರಲ್ಲಿ ಅಧಿಸೂಚನೆಯನ್ನು ಹೊರಡಿಸಿದ್ದು ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ:- 1516/2020-21/ಪಿ.ಎಸ್.ಸಿ ದಿ:02-06-2020 ರಂದು ಅಂತಿಮ ಆಯ್ಕೆಪಟ್ಟಿಯನ್ನು ಪ್ರಕಟಿಸಿದೆ ಸದರಿ ಅಂತಿಮ ಆಯ್ಕೆ ಪಟ್ಟಿಯಲ್ಲಿ ನಿಮ್ಮನ್ನು ಆಯ್ಕೆ ಮಾಡಲಾಗಿದ್ದು, ಈ ಕೆಳಕಂಡ ನೇಮಕಾತಿ ಪ್ರಾಧಿಕಾರಕ್ಕೆ ಹಂಚಿಕೆ ಮಾಡಲಾಗಿದೆ.

ನೇಮಕಾತಿ ಪ್ರಾಧಿಕಾರ:

Director

Department : Municipal Directorate in Mahanagara Palike,Bengaluru(excluding BBMP)

ಸದರಿ ಆಯ್ಕೆಪಟ್ಟಿಯನ್ನು ಈಗಾಗಲೇ ನೇಮಕಾತಿ ಪ್ರಾಧಿಕಾರಕ್ಕೆ ಕಳುಹಿಸಲಾಗಿದ್ದು ನೇಮಕಾತಿ ಆದೇಶವನ್ನು ಪಡೆಯುವ ಬಗ್ಗೆ ಹಾಗೂ ಮುಂದಿನ ವ್ಯವಹಾರಗಳಿಗೆ ಮೇಲ್ಕಂಡ ನೇಮಕಾತಿ ಪ್ರಾಧಿಕಾರವನ್ನು ಸಂಪರ್ಕಿಸಲು ಸೂಚಿಸಿದೆ.

(ಟಿ.ಪ್ರಕಾಶ)
ಸಹಾಯಕ ಕಾರ್ಯದರ್ಶಿ
ಕರ್ನಾಟಕ ಲೋಕಸೇವಾ ಆಯೋಗ.

27-July-2020

Krupa K

Bangalore

Reg: Offer of employment

Dear Krupa K,

We are pleased to offer you the position of **Associate - Claims** at **Legato Health Technologies LLP** and your work location will be **Bangalore – RGA Tech Park.** We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 230,000/- (Rupees Two Lakh Thirty Thousand only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance within 3 business day and on confirmation that you are legally authorized to work in your position on your start date and at all times thereafter, the successful verification of your background information. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining i.e. **10th August 2020** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

Krupa K
Date:

Annexure – A

Associate Name: Krupa K		
Designation: Associate - Claims		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	186,000	15,500
HRA	15,140	1,262
LTA	-	-
Special Allowance	-	-
Gross Salary	**201,140**	**16,762**
Employer's contribution to PF	22,320	1,860
ESI	6,540	545
Target Variable pay	-	-
Total Fixed Pay	230,000	19,167
Cost to Company (CTC)	**230,000**	**19,167**

Note:

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

Mosur K Saisekar
Country Head
Legato Health Technologies LLP

Krupa K
Date:

Offer Breakup	
Name :	**Harish KS**
Designation :	**Analyst**
Department :	**LS-BEO-A Planning & Analysis**
Business :	**Life Science**
Entity :	**2123 - SIAL**
Role :	**Expert 1**
Location:	**Bangalore**
DOJ :	**31st October 2022**

Total Remuneration Summary

Salary Structure	**Monthly**	**Yearly**
Basic Salary	18,333	220,000
Housing Allowance	9,167	110,000
Education Allowance	200	2,400
Leave Travel Allowance	1,528	18,333
Statutory Bonus	3,000	36,000
Special Allowance	10,524	126,285
Retirals		
PF Contribution *	2,200	26,400
Gratuity [1]	-	10,582
Annual Base Salary (ABS)	**44,952**	**550,000**

Variable Pay [2]		
Performance Bonus as % of ABS	10%	55,000

Total Cost to Company	**605,000**

Benefits	
Group Mediclaim Benefits [3]	Floater coverage of INR 500,000
Group Personal Accident [4]	Covered under Accidental Disability
Group Term Life [5]	Covered under Accidental/Natural Death
Mobile reimbursement	As per the Company Policy
Mobile Handset	As per the Company Policy
Data Card	As per the Company Policy

Note :

All the components are subject to Income Tax Rules Of India. Income tax deduction from salary will be as per Income Tax Act 1961 and amendments thereof.

Professional Tax deduction will be as per state government tax jurisdiction.

* Provident Fund : This denotes the employer contribution towards PF, equal contribution towards PF will be made by the employee.

(1)Gratuity: Gratuity will be applicable as per the Gratuity Act (on completion of 5 years in the company)

(2)Variable Pay: As per performance bonus guideline.

(3)Group Mediclaim Benefits: An employee can cover upto four persons (including himself) under the policy. The other three members may be either spouse, children or parents.

(4)Group Personal Accident: Employees are covered under the Group Personal Accident policy for any Accidental Disability. In case of claim the amount will be paid to the employee.

(5)Group Term Life: Employees are covered under the Group Term Life policy. In case of Accidental/Natural death the nominee will be get an amount of Minimum 25 Lacs or Maximum upto 3 times of Annual Base Salary (ABS).

NOVA TECHSET PRIVATE LIMITED
Regd Office: 36, South End Road,
Basavanagudi, Bengaluru - 560004, INDIA

NOVA TECHSET
CIN: U30007KA1998PTC024374
GSTIN: 29AACCS9173K1ZP

Date: **16th March 2021**

Ms. C Aishwarya
No.1055 , 3rd Main Road,
Near M C Layout, Vijayanagar,
Bangalore – 560 040.

Subject: **TERMS AND CONDITIONS OF EMPLOYMENT**

Dear Aishwarya,

Following our discussion, we are pleased to extend an offer of full-time employment position with Nova Techset Private Limited., an wholly owned subsidiary of Katalyst Software Services Limited. (hereinafter referred as "KSSL" or the "Company") beginning on **18th March 2021** (or amended date as will be communicated by the Company), under the Terms and Conditions of employment detailed in this employment agreement.

1. **Commencement Date**: The formal commencement date of employment is the date you are added to the payroll of the Company. The Terms and Conditions of this employment agreement shall automatically be treated as withdrawn, null and void, if you do not, for any reason whatsoever, report to work on the indicated date.
2. **Role**: Your role will be whole time **Copy Editor Trainee** ; however, KSSL has a right to vary your role, position and/or department from time to time, according to the business needs of the Company.
3. **Remuneration**: The details of your salary and other benefits, to which you are entitled, are annexed to this employment agreement. The Company shall withhold or deduct the taxes and contributions from any amounts payable to you as may be required to be withheld pursuant to any applicable law or regulation.
4. **Probation**: The first Three (3) months of your employment is considered as probationary period. During the probation period either party may terminate the employment by giving thirty (30) days prior notice and without the need to provide any reason. At the end of your probation period the Company reserves to extend your probation period for a further period. In aforesaid case, the Company shall intimate to you in writing regarding such extension. If, no such communication is received by you from the Company at the end of probation period, your employment with the Company shall be automatically stand confirmed from the end of your probation and no separate confirmation letter will be issued to this effect. Your employment, confirmation, continuation, pay revision, promotion, etc. shall be dependent upon the periodical performance appraisal conducted by the management of our Company.
5. **Place of work / Relocation**: The location of your employment initially will be the office of KSSL, **Bangalore, India;** however, the Company may require you to travel within India or overseas or may change location of your employment, in accordance to the

business needs. The Company may transfer you for work at any Company's or its affiliates' (including any other Company where Company has an interest) offices, existing or to be opened in future in India or abroad.

6. **Company Policies**: You have read and understood the policy manual of our Company. You agree to abide by all the Company's rules and regulations, policy manual that now exist and/or may hereafter be promulgated. It shall be your duty to study and know the rules immediately upon joining the Company or immediately upon their promulgation. Should you have any queries or concerns pertaining to such rules and regulations, it shall be your duty to seek clarification from the HR department and lack of knowledge shall not be construed as a reasonable excuse for breach of any rules or regulations.
7. **Duties and Responsibilities**: You are required to perform duties and take up responsibilities, as may be assigned to you by your Manager. You shall not refuse to perform other incidental duties and undertake connected responsibilities as and when called upon. If necessary, you shall work such additional hours as may be necessary for you to perform your duties effectively and in accordance with the Company's policies in that behalf and it is agreed that you shall not be entitled to receive any additional remuneration for work done outside your normal hours of work.
8. **No Alternative Employment**: Since it's a full-time employment arrangement with the Company, while in the employment of the Company, you are in no way allowed to be employed in any other organization on a permanent, temporary or part time basis or offer any services with or without consideration to any physical person, legal entity or public authority or be occupied in your own business, without the prior written consent of the Company. You shall comply with all directions given by the Company and faithfully observe all the rules, regulations, and arrangements applicable in this respect.
9. **Undertaking**: You shall not disclose any confidential information of the Company. All the proprietary rights, title and interests in any and all intellectual properties, such as ideas, inventions, or works which are conceived, developed or prepared by you during your employment with the Company, shall vest the Company absolutely. You shall also be required to comply with certain non-compete and non-solicit restrictions imposed by the Company. As a condition of your employment with the Company, you shall be required to sign and comply at all times, with attached confidentially, Protection of IP rights and Non-Competition Undertaking, which shall constitute a part of your employment with the Company.
10. **Background Checks**: Your employment with the Company is conditional upon satisfactory feedback from your references and necessary background, academic, medical, credit/financial and criminal checks. The company reserves the right to perform background and reference checks at any time during your employment when the Company deems it necessary. The decision of the management of the Company in this regard shall be final and binding on you.
11. **Medical Checks**: The Company shall reserve the right to get you medically examined, vaccinated or inoculated by any registered medical practitioner at any time when the Company deems it necessary. Your employment with the Company shall be liable to be terminated on being found physically or mentally unfit by a medical practitioner, appointed by the Company. Further, in case of continuous absence due to ill health beyond three (3) months, the Company reserves the right to terminate your employment.

12. **Company's Right to Monitor**: The Company reserves the right to monitor, intercept, review and access your computer / laptop, cell phone, telephone log, internet usage, voicemail, e-mail and other communication facilities provided by the Company during your employment with us. It is important that you are aware that any and all communication(s) and activity (ie) on Company equipment or premises cannot be presumed private.
13. **Accuracy of Information**: Your employment with the Company is based on the information and documents provided by you to the Company in application form / personal data form and otherwise. Such offer shall, at the option of the Company, will be considered null and void and automatically withdrawn; if the Company believes that at any time that there is an error or willful suppression of the information or documents provided by you. Should you have already joined the Company, the Company reserves the right to terminate your employment with immediate effect, without any notice or salary in lieu thereof.
14. **Restriction on Harassment and Discrimination**: You hereby acknowledge that it is unlawful and against the Company's policy to sexually harass any person or discriminate against any person on the grounds of race, color of skin, national or ethnic origin, belief or sexual orientation. You will at all times inform your superior / HR of any fact, matter or circumstance, with respect to yourself or any other person in the organization, of which you were aware, that constitute harassment or discrimination.
15. **Non-Disparagement**: During the term of employment and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.
16. **Supporting Documents**: You are required to submit the following to HR Department along with the acceptance of Terms and Conditions of Employment with the Company and the document checklist as shared by HR Department. You are requested to carry the originals documents for verification on the commencement date of your employment.
17. **Non-Solicitation of Clients and Employees; Non-Compete**
    a) You agree that you will not at any time during your employment with the Company and the Restraint Period (i.e., the period of 6 months from the date of termination of your employment with the Company howsoever caused (whether your employment is terminated by you or the Company and whether with or without cause or in breach of the Employment Agreement)):

    i. either individually or through any person/ company controlled by you and either on your own behalf or on behalf of any person, directly or indirectly, canvass, solicit or endeavor to entice away from the Company any client or customer(s) of the Company, or any person(s), who at any time during your employment, are the clients, vendors or customers of the Company, or were in the habit of dealing with the Company;

    ii. either individually or through any person/ company controlled by you and either on your behalf or on behalf of any other person, directly or indirectly solicit for employment, or endeavor to employ or to retain as an independent contractor or agent, any person who is an employee of the Company as of the date of termination of your employment or was an employee of the Company at any time during 6 months prior to the termination of your employment.

iii. Counsel, or otherwise assist any person to do any of the acts referred to in paragraphs (i) and (ii) of this clause.

iv. You agree and undertake that you shall not accept, continue or engage in, whether directly or indirectly, through being on rolls of or as a consultant and / or third party outsourced and / or in-sourced and whether on a part time or full time basis, any job, profession, business, service or vocation of any kind whatsoever, which is in direct or indirect competition with the Company (including all the affiliates of the Company and the entities in the Katalyst Group), whether individually or in a company, firm, sole proprietorship or other entity, for a period of 6 months from the termination of employment with the Company.

v. You agree that the restrictions set out above are reasonable and valid and all defenses to the strict enforcement of this covenant by the Company are waived by you.

18. **Termination of Employment**:
    a) Your employment with the Company can be terminated by yourself or by the Company by giving in writing a minimum of sixty (60) days' notice post probation period.
    b) The Company however reserves the right to terminate your employment with immediate effect and payment of wages to you in lieu of balance notice period and its acknowledged and agreed in advance that this amount will be adequate compensation to you for the early termination of your employment.
    c) In case you have resigned or given a notice to terminate your employment you are expected and required to diligently serve the entire notice period. However, in such a resignation situation, the Company may, at its sole discretion, without being obligated to do so,
        i. Require you to leave service at any time during the notice period without any payment for the balance unexpired portion of the notice period or
        ii. Upon your request allow you to leave service during the notice period only upon you making payment to the Company, the amount equivalent to your salary for the balance unexpired portion of the notice period.
    d) In case KSSL is paying for domestic relocation of you and your accompanying family members to the place of employment, in the event of you resign or terminate your employment with KSSL before one (1) year period, you agree to reimburse to the Company for the for the full amount of cost of relocation as per the Domestic Relocation Policy. Further, in such event, KSSL may set off any amounts due to you at the termination of your employment to reimburse the Company for the cost of relocation as per Domestic Relocation Policy.
    e) KSSL reserves the right to recover adjust any recoveries against your full and final settlement on the expenses incurred during your employment.

19. **Misconduct**: The Company reserves the right to dismiss or terminate your employment with immediate effect without any notice or salary in lieu thereof, for any misconduct on your part, including but not limited to the following:
    a) You have seriously or persistently breached any of the terms or conditions of your employment with the Company.
    b) You are, in the opinion of the Company, guilty of misconduct, negligence of duty, disloyalty, dishonesty, breach of confidentiality, misrepresentation,

indiscipline, disobedience, irregular attendance and any act detrimental to the interests of the Company or otherwise acted in any manner upon which summary dismissal may be justified.

c) You are convicted of a criminal offence.
d) Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's property.
e) Conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interest of its clients.
f) You are guilty of an act constituting misconduct as per Company's policies or standing orders, if any.

20. **Retirement:** You will automatically retire from the Company on attaining the age of **60 (sixty)** years. An extension may however, be given at the discretion of the Company.
21. **Corporate Action**: If your employment is terminated by reason of liquidation of the Company for the purpose of reconstruction, merger, spin-off, acquisition, amalgamation or by reason of any reorganization of the Company or any other corporate action (including a transfer of establishment / unit / undertaking) and you have been offered employment with the Company succeeding to the Company upon such even on terms no less favorable to you than the terms and conditions in effect under this Letter, then you shall have no legal or contractual claim against the Company by reason of the termination of employment.
22. **Separation and Release Agreement:** Upon termination of your employment with the Company for any reason, the Company may require you to, and you agree and undertake to sign, a Separation and Release Agreement with the Company at no additional consideration or payment.
23. **Indebtedness:** If you owe the Company any amounts through advance payments of salary, loans or any other obligations, at the time of notice of termination being given either by you or KSSL, all sums shall be due immediately and subject to set off. Your signature of this Letter is authorization for such a set-off from wages.
24. **Entire Agreement:** The terms and conditions of this Letter along with the Confidentiality, Protection of IP rights and Non-Competition Undertaking are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and you including, but not limited to, any representations made during your interview(s), whether written or oral. This Letter shall constitute the complete and exclusive statement of its terms and no extrinsic evidence whatsoever may be introduced in any judicial, administrative, or any other legal proceedings involving this Letter. Any subsequent change or changes in your duties, salary or compensation will not affect the validity or scope of this Letter.
25. **Amendments:** No change, modification, or termination of any of the terms, provisions, or conditions of this Letter shall be effective unless made in writing and signed or initiated by all signatories of this Letter.
26. **Waiver:** No waiver by the Company of any breach of this Letter shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Letter shall be construed as waiver of any rights. The Company shall not be required to give notice to enforce strict adherence to all terms and conditions of this Letter.
27. **Data Privacy:** You understand that the Company or any of its affiliated entities and its or their duly authorized agents and employees will be asking for your consent to hold and process, both electronically and manually, the data (including personal sensitive

data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulation. It may also be necessary for the Company and/or any of its affiliated entities to forward such data to competent authorities (including tax authorities), future employers and potential buyers of the Company or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a Company has office for storage or processing.

28. **Severability:** If any of the restrictions, limitations or obligations herein are deemed by the court of competent jurisdiction to be invalid or illegal or unenforceable, then the scope of such restriction, limitation or obligation shall be limited to the maximum limit permitted by law, and such restrictions limitations or obligation be severable to the extent of any invalidity, and the invalidity or unenforceability of any such restriction, limitation or obligation shall not affect the validity of other terms and conditions entered into.
29. **Governing Law and Jurisdiction:** This Letter shall be governed and construed in accordance with the laws of India in relation to any legal action or proceedings to enforce this Letter. You and the Company hereby irrevocably submit to the exclusive jurisdiction of any competent courts situated at **Bangalore,India** and waive any objection to such proceedings on grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum

As a token of your acceptance of our offer of the terms and conditions in this Letter, please sign a duplicate of this Letter, in the space provided below and return the same to HR Department within **7 days** from the date of receiving this Letter. Our offer of employment under the terms and conditions specified in this Letter shall automatically lapse unless you confirm your acceptance of it and return a copy to us within the prescribed time. You are required to treat this Letter and its contents as strictly confidential and should not disclose the same to any person or entity without our prior written consent.

We look forward to you joining us at KSSL. In case you have any questions or would like to discuss the terms and conditions of this Letter, please feel free to get in touch with our HR Co-ordinate.

Sincerely,

For **Nova Techset Private Limited**

Sreedhar Simha
CEO – India Operations

By signing this Letter, I the undersigned, **Aishwarya** accept the terms and conditions as stated in this Letter and acknowledge and represent the following:

a) I have been provided with a copy of this Letter for review prior to signing it,
b) I have reviewed the Letter and that I understand the terms, purposes and effects of this Letter,
c) I signed the Letter only after having had the opportunity to seek clarifications,
d) I was not subjected to duress or undue influence of any kind to execute this Letter and this Letter will not impose an undue hardship upon myself,
e) I executed this Letter of my own free will and without relying upon any statements made by the Company or any of its representatives, agents, or employees,
f) This Letter is in all respects reasonable and necessary to protect and legitimate business interests of the Company,
g) I have all requisite power and authority, and do not require the consent of any third party to sign this Letter and grant the rights provided therein,
h) The execution, delivery, and performance of this Letter by me does not and will not conflict with, breach, violate or cause a default under any agreement, contract or instrument to which I am a party or any judgment order or decree to which I am subject,
i) I am not a party to or bound by any employment agreement, consulting agreement, non-compete agreement, confidentiality agreement or similar agreement with any other person or entity.
j) I confirm my agreement to the terms of this Letter, and will comply with every undertaking specified thereto; and
k) I am legally permitted to reside and be employed in **India.**

Thanks,

Signature :
Name : Aishwarya.C
Date : 17/03/2021

Remuneration Annexure

Total take home salary Rs.18000/- per month. **(Eighteen thousand only)**

Emp Name	**Aishwarya**	
Designation	**Copy Editor Trainee**	
Fixed CTC Annual	**0**	
Fixed CTC Monthly	**0**	
Particulars	**Monthly**	**Annual**
Basic	0	0
HRA	0	0
Statutory Bonus	0	0
Flexi Package	0	0
Special Pay	0	0
Total Consolidated take home salary	**18000**	**0**
Employer PF	0	0
Gratuity	0	0
ESI	0	0
Total Retirals	**0**	**0**
ESTIMATED CTC	**0**	**0**

For **Nova Techset Private Limited**

Sreedhar Simha
CEO – India Operations

Notes:

1) You will be entitled for leaves as per the applicable Company Policy.
2) You will be covered under Employee's Insurance Scheme, if any as per Company Policy.
3) Your salary and other benefits shall be subject to deduction of taxes and other statutory deductions, contributions as appropriate and consistent with the Indian tax regulations and other such laws, rules and regulations as applicable to employee remuneration under the law of the land and shall be further subject to deductions on account of any unauthorized absence, authorized absence for any period beyond leave entitlement, damage to property of the Company and all other matters governed by the applicable Company policy.
4) You will be entitled for receiving Gratuity under the Payment of Gratuity Act, 1972 upon termination of your employment with the Company, subject to completion of continuous service of five years with the Company. Further, and subject to the applicable Company Policy as may be applicable from time to time, the upper ceiling will be the amount as may be prescribed by The Payment of Gratuity Act 1972.
5) The allowances / benefits are subject to the condition that these will be provided at no additional cost to the company. If any perquisite value is applicable to any of these allowances/benefits or any tax applicable subsequently, the employee shall be liable to pay such additional tax as may be applicable, in accordance with tax laws.

Thanking You,

For **Nova Techset Private Limited**

Sreedhar Simha
CEO – India Operations

I, the undersigned **Aishwarya** acknowledge that I have received a copy of this Letter, read it carefully and confirm my agreement to it, and will comply with every undertaking specified thereto.

Signature: _____

Name: Aishwarya.C

Place & Date: Bengaluru , 17/03/2021

Confidential

Dear **Ms. Nizu Rajbangsi ,**

With reference to the selection process attended by you at Molecular connections, we are pleased to offer you the position of ‘Scientific Analyst (Trainee)’ in our Organization.

The key terms of your appointment are as provided below:

1) You will be on probation for a period of 6 months from the date of your joining. The probation period can be reduced depending on your performance standards and meeting the set expectations.

2) You shall be paid a total compensation of **INR 2,40,000/-** (Rupees Two Lakh Forty Thousand only) per annum which is inclusive of applicable statutory deductions and taxes. After successful completion of your probation you will be confirmed in the above position based on your performance standards with suitable increase in your compensation. You will also be covered by the Company employee benefit schemes like Food subsidy, Accidental insurance, Gratuity, etc.

3) You will be required to provide at least two professional references preferably from the members of Academic Institutions or Research Organizations or the Industry who are familiar with your Academic/professional credit

4) The Company gives you an assurance of providing professional work environment along with good learning and career growth opportunities in alignment with your capabilities and future potential. Fast track career growth opportunities would be provided for outstanding professionals with exceptional performance.

5) You will be required to submit copies of the testimonials/certificates (originals should be produced for verification) in support of the following at the time joining:

Ø Educational qualifications and professional certifications

Ø Experience, relieving and salary certificates from your past employers (applicable only for experienced members)

Ø Medical Fitness certificate from a registered medical practitioner

Ø Address proof and ID proof (Aadhar/Passport/Voter id/etc.)

Ø PAN Card

Ø Two passport size photographs

7) You are requested to join us from **August 03, 2020** and complete all

The documentation & joining formalities prior to that.

You are requested to reply via email to communicate your acceptance of the offer terms and the joining date at the earliest. The detailed appointment letter will be issued to you after verification of all credentials/documents and completion of the joining formalities. Kindly note that if we do not receive confirmation of your acceptance through email, the offer shall automatically stand withdrawn.

A warm welcome to you to be part of the Molecular Connections family. We hope this to be the beginning of a long and mutually rewarding association.

Yours sincerely,
Suja Sajiv | Senior Manager – HR
Molecular Connections Pvt. Ltd.
Ph: +91 8152062432
Website: www.molecularconnections.com

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13-Mar-2020

Aishwaria Shetty

#785, D-1, Ground Floor,,
BDA Flats, Austin Town
Bangalore - 560047

Subject: OFFER / APPOINTMENT LETTER

Dear Aishwaria,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. **Appointment Terms:**

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

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f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. Miscellaneous:

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: _____

Name as per your Aadhar card in Full: _____ _____ _____

_____ _____

Signature for acceptance **Date of acceptance**

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CONFIDENTIAL

COMPENSATION BREAKUP

Name: Aishwaria Shetty
Desig: Junior Associate, Regulatory Affairs

		Rs./Ps.
A	**MONTHLY SALARY**	
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

27th August 2020

Parismita Kalita
Bangalore

Dear Parismita,

We are pleased to forward our Offer Letter and would like to formally welcome you to M-Panels Research Services Pvt. Ltd,.

We are sure that you have had opportunities to understand in detail your role and the organization. Should you need, we would be glad to provide any further clarification.

You are requested to report at our Bangalore office on the 1st September 2020. The address and contact numbers are as follows: -

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore
Bangalore, Karnataka, 560001

We are building an organization, where professionals find complete satisfaction of a challenging job and an interesting work environment. We welcome your contributions in this regard as well.

Kindly return the duplicate copy of this offer letter, signed as a token of your acceptance.

We look forward to a long mutually beneficial and rewarding association.

Sincerely,

Mohit Kataria
Authorised Signatory

THE COMPENSATION AND BENEFITS, TERMS AND CONDITIONS APPLICABLE TO YOU.

1. Designation:
   Your designation will be **"Project Assistant"**

2. Compensation & Benefits, Terms of Employment:

   The Compensation & Benefits applicable to you is personal and should be treated with utmost confidence. This is not to be discussed or divulged to anybody else other than for statutory purposes.

   Details of your compensation plan are indicated in **ANNEXURE – 1**. You will be on probation for a period of 6 (Six) months from your date of joining and will continue to be on probation until such time the same is confirmed to you in writing.

3. Effective Date of joining:

   You are requested to report for duty on or before **1st September 2020.** Your appointment will come into effect from your date of joining.

4. Notice Period:

   The employment is terminable by either party by giving 60 (Sixty) days notice in writing. Either party is not bound to give any reason thereof.

   The Company reserves the right to pay or recover salary in lieu of notice period or to relieve you before the expiry of the notice period.

   This appointment is made on the understanding that the information given by you in the application is correct, true and complete in all respects. If it is discovered at any time before acceptance of this offer or after you accept this offer and commence employment with the company that the information is not correct, untrue or false in any material respect or if it is discovered that any material particulars or information has been deliberately suppressed, this letter of appointment shall stand withdrawn. If you have already commenced employment, your services may be terminated immediately without any benefits that may have accrued to you had such termination of services been voluntary and in accordance with normal established procedures. In addition to the above conditions, you will be governed by the Rules and Regulations of the company presently in force and as may be modified from time to time. You are also governed by your performance in the company. In the event, you are found to be in breach of the Rules and Regulations of the company or if your performance is not up to the minimum expectations as set by the organization, your services shall be liable to be terminated forthwith without notice or salary in lieu of notice.

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore - 560001, Karnataka, India

5. Separation:

Before you are relieved you will have to hand over to the Company all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or records, etc. belonging to the Company or relating to its confidential information, technology or business and shall not make or retain any copies of these items. You will also return to the Company all the assets given to you for official and/or personal use as per the various policies/schemes applicable to you as a part of your Compensation & Benefits. This would not apply to those assets or items, which are obligatory for you to buy under the concerned schemes.

6. Retirement:

You will retire in the normal course from the services of the company on attaining the age of superannuation, which is on the end of the month following your 58th birthday.

7. Service Conditions:

Your services will be governed by additional terms and conditions as explained in the Service Conditions attached herewith. These additional Service Conditions are applicable to all associates of your category. The terms and conditions are subject to statutory requirements and Company Policy.

Please confirm that the above terms and conditions as also the additional Service Conditions are acceptable to you by signing a copy of this letter and the other documents attached.

Sincerely,
For M-Panels Research Services Pvt. Ltd,

Mohit Kataria
Authorised Signatory

Encl.:
1. Service Conditions
2. Confidential Agreement

I agree to accept the terms and conditions mentioned above and also as in the Service Conditions document attached to this letter

Name : Parismita Kalita Signature:

Place : Bangalore Date:

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore - 560001, Karnataka, India

SERVICE CONDITIONS

The following additional terms and conditions will be applicable to all associates of M-Panels Research Services Pvt. Ltd

1. Full Time Work:
   Your position is a whole-time employment with the Company and you shall devote yourself exclusively to the business of the Company. You will not take any other work for remuneration [part-time or otherwise] or work on advisory capacity or be interested directly or indirectly [except as share or debenture holder] in any other trade or business during the employment with the Company.

   The authorized person should approve, in writing, any honorary professional engagement outside the work with the company.

2. Re-designation:
   The Company reserves the right to re-designate the associates and allocate suitable responsibilities from time to time. The Company is not bound to give any reason thereof.

3. Transfer:
   Your services are liable to be transferred in such capacity as the Company may determine from time to time or to any other location, department, establishment or branch of the Company. In such case, you will be governed by the terms and conditions of service as applicable to the new assignment. Such transfer could be to any location in India or any other country.

4. Salary Review:
   Your salary will be reviewed periodically as per the policy of the Company. The Company believes in rewarding performers and hence increases in Compensation will be subject to and on the basis of effective performance and results during the period.

5. Responsibilities:
   You are expected to perform effectively to ensure results and you will be expected to work extra hours to achieve this whenever the job so requires.

6. Travel:
   You will be required to undertake travel on Company work and you will be reimbursed for travel expenses as per the Company Policy.

7. Confidentiality:
   As a condition of your employment with the Company, you are required to enter into a Non-Disclosure Agreement with the Company in the form enclosed herewith as ANNEXURE-2 which forms an integral part of your Service Conditions. You are required to read, understand and sign the enclosed Non-Disclosure Agreement in acknowledgement of your acceptance of the conditions therein.

8. Intellectual Property:
   As a condition of your employment with the Company, you are required to enter into an Intellectual Property Assignment and Protection Agreement with the Company in the form enclosed herewith as **ANNEXURE-3** which forms an integral part of your Service Conditions. You are required to read, understand and sign the enclosed Intellectual Property Assignment and Protection Agreement in acknowledgement of your acceptance of the conditions therein.

9. Conflict of Interest:
   If any transaction with the Company involves conflict between your personal interest and the interest of the Company in dealings with suppliers, customers, and any other organization or individuals doing or seeking to do business with the Company, you are required to inform the Company in writing about the nature of such conflict of interest so that the Company could protect its right and address the transaction suitably.

10. **Referral Policy:** Upon separation from the company you will not refer existing associates / employees / clients/ client information of M-Panels to others outside of M-Panels under any circumstances.

11. **Background Verification:** This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, credit check and verification of credentials, testimonials and other particulars mentioned by you in the application at the time of your engagement) being conducted either by M-Panels or an appropriate third party, and the results of such background checks being favorable in M-Panels reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, at the option of M-Panels. If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information in such case your services will be liable to be terminated without any notice

---

I, **Parismita Kalita** have read, understood and agree to abide by the above-mentioned Service Conditions applicable to associates of my category. I hereby affix my signature below in confirmation of the acceptance of all the terms and conditions of my employment including the above Service Conditions.

Name : **Parismita Kalita** Signature: _____

Place : Bangalore Date:

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore - 560001, Karnataka, India

ANNEXURE - 1

COMPENSATION DETAILS OF PARISMITA KALITA

Name: Parismita Kalita
Role: Project Assistant

	Monthly (INR)	Annual (INR)
Basic	12,500	1,50,000
HRA	5,000	60,000
Executive Allowance	1,534	18,408
PF (Company Contribution)	1,800	21,600
ANNUAL CTC	**20,834**	**2,50,008**

BENEFITS:

Gratuity:

- You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972. (Gratuity payout will be made as per Gratuity Act).

Insurance:

- The Company will provide Group Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company.
- You can include your spouse, parents or in-laws and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company. Cost of this will be borne by the employee.

For M-Panels Research Services Pvt. Ltd,

Mohit Kataria
Authorised Signatory

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore - 560001, Karnataka, India

Documents (Photocopy) to be provided at the time of joining:

1. Degree Marks Sheet
2. Degree Certificate
3. Certificates of the any additional courses done
4. Appointment and Relieving Letters from your current employer
5. Experience Certificates from previous organizations worked for
6. Copy of the Passport (if available)
7. Three (3) Passport Size Photographs
8. Copy of Pan Card
9. Copy of Aadhaar Card

M-PANELS RESEARCH SERVICES PRIVATE LIMITED
Cristu Complex No.41, Lavelle Road, Bangalore - 560001, Karnataka, India

celegence

13-Mar-2020

Rashmi G. Nagendra

168, 1st Cross, 1st Block,
BSK 3rd Stage, 3rd Phase,
Bangalore- 560085

Subject: OFFER / APPOINTMENT LETTER

Dear Rashmi,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. **Appointment Terms:**

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

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f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. Miscellaneous:

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: _____

Name as per your Aadhar card in Full: _____ _____ _____

_____ _____

Signature for acceptance **Date of acceptance**

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COMPENSATION BREAKUP

Name: Rashmi G. Nagendra
Desig: Junior Associate, Regulatory Affairs

A	**MONTHLY SALARY**	Rs./Ps.
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

OG HEALTHCARE
augmented human intelligence

21 September 2020

Sonali Prabha Puhan
Dayanand Sagar Academy of Technology and Management
Kanakapura Road, Opp. Art of Living International Centre
Udaypura, Bangalore 560082

TRAINEE OFFER LETTER

Dear Sonali,

We are pleased to inform you that you are hereby offered the position of a Trainee Medical Scribe in the Medical Scribing Department of our Organization. Presented here are the details of our offer to you in the role of "Trainee Medical Scribe."

Medical Scribe Training: Our training program is designed to implement an objective, scalable, and process-oriented training methodology to transition you into a Medical Scribe in the shortest possible time.

Responsibilities: It is expected that Medical Scribe trainees will make a personal commitment to get the most out of the training program and to transition into the Medical Scribe OJT phase within the stipulated timeframe.

Whilst undergoing training, trainees are expected to:

1. Behave in a professional manner.
2. Apply oneself to understanding the various aspects covered in the training program such as concise/creative writing skills, English grammar, medical terminology, scribing essentials, communication etiquette, typing skills, etc.
3. Meet the required criteria at every stage of the training which will be measured from time to time (weekly, bimonthly, and monthly evaluations) and become eligible to transition to the next stage of training and finally clear the OJT evaluation.
4. Understand in letter and spirit the core ideology of OG's security policy under the framework of HIPPA, HITECH, and all the policies relating to confidentiality of patient information.
5. Maintain excellent job attendance.

INFOSENSE TECHNOLOGIES PVT. LTD. BANGALORE

Training Cost:

- Training is free and OG Healthcare does not charge any money for this training.
- OG Healthcare does not provide any stipend during training.

Salary on Completion of Training:

On successful completion of the OG Healthcare Medical Scribe training program, i.e. meeting the 8 criteria to be a Doctor Approved (DA) scribe, you qualify to handle Medical Scribing services independently for their assigned physician. At this stage, you will moved as an employee and you stand to earn a monthly remuneration of Rs. 38,000.

Work Week and Timings: Your training will begin at 9 a.m. and end at 6 p.m. on all weekdays during the first level of training and thereafter you will move to night shift 9 p.m. to 6 a.m.

Leaves: You will not be entitled to leaves during your training period. However, National Festival Holidays will be applicable as per the NFH list published by the company at the beginning of the calendar year.

You will be governed by the rules, regulations, and policies of the company as applicable to you.

Welcome to Infosense Technologies.

INFOSENSE TECHNOLOGIES PVT. LTD. BANGALORE

Anish Raj
Deputy Manager-Talent Acquisition

OG Healthcare - Final Selected List

Inbox

Saritha K R <saritha.kr@oghealthcare.com> Thu, Mar 12, 2020, 3:38 PM

to me, Anish, Raffath, Nagesh

Dear Sir,

Please find the final selected list below, we would be conducting a big event wherein we will personally invite all the selected students from different colleges and the placement officer to issue the offer letter and brief them in detail about the policies of our company.

We would be very happy to have a long lasting and synergistic association with your esteemed organization.

SL#	Final Selected
1	Mandara M
2	Sonali Prabha Puhan
3	Jigmi Dorjee Samkyi

Thanks and Regards,
Saritha

celegence

13-Mar-2020

Zahra Anwar

2103 Celeste, Salarpura Sattva Cadenza, Tower 3,
Hosur Main Road, Kudli Junction,
Bangalore- 560068

Subject: OFFER / APPOINTMENT LETTER

Dear Zahra,

Celegence Systems Pvt. Ltd. vision is to be the premier niche provider of Regulatory Affairs services in order to improve outcomes for the life sciences industry. Our primary objective is to provide end to end regulatory solutions that enable life science organization to deliver exceptional patient value.

As per your recent interview and discussions, we are pleased to extend you this offer / appointment of employment with Celegence Systems Pvt. Ltd., as follows

1) **Designation:** Junior Associate, Regulatory Affairs

2) Your total potential earnings will be **Rs. 2,80,000/-** per annum. Detailed breakup of the same would be as per Annexure A

3) Your appointment will be effective from the date of joining, which shall be on or before **01-Jul-2020** failing which the appointment shall stand automatically withdrawn.

At the time of joining, as per Annexure B, you are requested to fill in the forms and get all the photocopies and originals certificates.
Please note: Originals will be verified against the photocopies and returned immediately.

Terms and Conditions of Employment

1. "**Employment**" shall mean the period during which you are in gainful employment with the Company.

2. **Duties:** You shall carry out the work assigned to you to the best of your ability and expected standards, and you shall at all times conduct yourself in the company's interest and in a manner so as not to give occasion for loss of confidence in you by the company.

3. You shall not engage in subversive or illegal acts or in any activity, which is damaging to and against the Company's interests whilst in the service of the Company and shall follow the Rules and Regulations of the Company as in force from time to time.

4. Celegence Systems Pvt. Ltd. will not be liable for your contractual obligations which you may have with your current or earlier employers.

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5. **Other Benefits:**

   i. You will be granted all official public holidays and entitled to annual and sick leave or pro-rated thereof for an incomplete year of service.

   ii. You are eligible for Gratuity upon your employment commencement.

   iii. You shall be entitled to the benefits available under the Maternity Benefit Act 1961.

   iv. You are eligible for food coupons. It can be used at the office cafeterias as well as at most of the food and beverage outlets across the country.

6. **Transfer and Deputation:** Your normal place of work will be at the offices of the company in Bangalore. However, you may be required to be transferred to other offices of the company in the interests of your work, or to be deputed to the location of company clients or to travel on the business of the company to Client locations or other places. Your working hours are 9 AM to 6 PM. However, you will be required to work such further hours or shifts as may be reasonably necessary for completion of your work, without payment of any overtime wages or compensatory leave in lieu of such wages (Should you refuse to go on deputation, as assigned you shall be liable to reimburse the company visa expenses, certification and other related expenses spent on your behalf by the company). All other terms and conditions of your employment will be as per the rules and regulations framed by the company from time to time, which the company may alter without assigning any reason and at its discretion, which shall not be called in question.

7. Appointment Terms:

a) You will be on probation period for first 6 months and based on your performance, your salary will be reviewed.
b) This employment may be terminated at any time. During the first three months of your tenure, the appointment is subject to termination by giving in writing 15 days' notice on either side and thereafter it would align to the 90 days' notice as per policy.
c) During the period of your employment unauthorized absence or absence without approval from your duty for a continuous period of 10 working days, would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
d) Your employment will be governed by company's terms and conditions/policy and if there is any breach of same or found guilty of serious misconduct or non-performance of any rules or regulations of the company laid down in this agreement, your employment could be terminated without any notice and payment not withstanding any other terms and conditions stipulated herein.
e) The information provided by you is subject to verification. If at any point of time it is determined that the information found and/or collected during background verification is false or inaccurate, your employment at Celegence Systems Pvt. Ltd. will stand terminated with immediate effect without any obligation from the company.

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f) This offer / appointment is also conditional upon the successful completion of a background investigation and/or reference check and the submission of documents as per Annexure B to the company.

7. **Miscellaneous:**

You will also be required to sign and execute:

I. "Non-Disclosure Agreement" as per Annexure C
II. "Code of Conduct" as per Annexure D
III. "Agreement of adherence to Company Rules and Regulations" as per Annexure E

with the company as per the process of Induction and orientation into the company

8. The above terms and conditions including all Annexures are based on company policies, procedures and other rules which are subject to amendments and adjustments from time to time.

Please indicate your acceptance of this above offer / appointment either by signing in the space indicated below and return a copy of this letter or by email confirmation within 3 days upon receipt of this letter; failing which this offer is deemed withdrawn.

With best wishes,
Yours truly,

for **Celegence Systems Pvt. Ltd.**

Amlan Basu
Head - Human Resources

Applicants Acceptance:

This is to certify that I have gone through and understood all the terms and conditions and I hereby accept and agree to abide by them in totality and will join on: 1ST JULY 2020 [ON COMPLETION OF MY MASTER'S DEGREE FROM DSU]

Name as per your Aadhar card in Full: ZAHRA ANWAR

Signature for acceptance

20th MARCH 2020
Date of acceptance

celegence

CONFIDENTIAL

COMPENSATION BREAKUP

Name: Zahra Anwar
Desig: Junior Associate, Regulatory Affairs

A	**MONTHLY SALARY**	Rs./Ps.
1	Basic	14,000
2	Dearness Allowance	1,050
3	House Rent Allowance	4,433
4	Bonus	525
	SUB TOTAL	***20,008***
B	**ANNUAL REIMB. & ALLOWANCES (PAYABLE MONTHLY)**	
1	Children Educational Allowance	400
2	Leave Travel Assistance	933
3	Special Allowances	186
	SUB TOTAL	***1,519***
	GROSS (A + B)	**21,527**
C	**BENEFITS**	
	Company contribution towards PF	1,806
	MONTHLY GROSS (*including Company contribution towards PF*)	**23,333**
	Annual Total	**2,80,000**

Notes:

a. Coverage Under Personal Accident for Self

b. Coverage Under Group Hospitalization / Mediclaim Insurance for Self (Spouse & 2 Children, if married)

c. Compensation package is subject to TDS as per prevailing IT norms

d. Gratuity payable as per The Payment of Gratuity Act

For Celegence Systems Pvt. Ltd.

Amlan Basu
Head HR

RAMKRISHNA CARE HOSPITALS

Affordable, Accessible, Accountable (AAA)Care

Form of Agreement to be executed before joining as Trainee in Ramkrishna Care Hospitals

Agreement

AN AGREEMENT made on 14-Jul-2021 between **Ms.S Jansi, Add - D/O K Suresh Kumar , Ward No 8 makan No 8 1935 Shivanand nagar sector 3 adi Laxmi Niwash Post WRS Colony Khamtarai 2raipur Chhattisgarh 492008** herein after called the TRAINEE) of the one part.

And

Mr. Siva Kumar Pothuraju HR Head, on behalf of Ramakrishna Care Hospitals of the other part.

WHEREAS consequent on selection after due interview the Internee has agreed to undergo TRAINING in the **"Laboratory"** as **Trainee (Learner)**

1. During period of Training the **"Trainee"** is paid only a fixed monthly Stipend of Rs **9000/-** p.m.
2. The Internee is entitled for Weekly Off and other public holidays observed by the.
3. The Internee will have no right of appointment after completion of training conferred upon him/her.
4. The Internee has no obligation to accept any employment if offered by Ramkrishna Care Hospitals. The Internees are only Apprentices engaged under the Standing Orders of Ramkrishna Care Hospitals.
5. The relationship between the Internee and the Ramkrishna Care Hospitals are only Master and Student relationship.
6. In the event of absence on any day during the period of training, a proportionate deduction of amount will be effected in the fixed monthly stipend payable to the Internee for the days he/she abstained from the training during the month.
7. If any Internee frequently found absent from the training and also in the event of his leaving training course before the completion of training period the agreement made will automatically get terminated and the Internee is required to refund the *entire amount of Stipend paid to him from his/her joining in the training course to the date of leaving of the training.*

(Contd....)

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Offer letter

3 messages

Sirazuddin Md <siraz@leprahealthinaction.in> Tue, 23 Nov 2021 at 17:54
To: monishalouie02@gmail.com
Cc: aparna@leprahealthinaction.in, joseph@leprahealthinaction.in, Dr. E. Kumar (BPHRC) <ekumar@leprahealthinaction.in>

Dear Ms. Monisha Loue M,

This has reference to your application and subsequent interview held on 1st November 2021; we are pleased to offer you the position of "**Research Assistant"**, under ICMR funded research project on "Molecular characterization of microbial flora and signature metabolites with reference to clinical outcome of infected chronic foot ulcers in leprosy and diabetes" on following terms and conditions:

1. OFFER OF CONTRACT:

The terms and conditions governing this offer of contract employment will be effective for a period upto July 2022 from the date of joining. The contract would be renewed in the case may be for further periods depending upon your performance, continuation of the position and project funding.

2. PLACE OF POSTING:

Your place of posting is **LEPRA Society, Blue Peter Public Health Research Centre, Cherlapally.**

3. JOINING FORMALITIES:

On the date of joining, you are requested to report to **Human Resource Department, Head Office, LEPRA Society, Near TEC Building, Cherlapally to Rampally Road, Cherlapally, Hyderabad** to complete the joining formalities.

4. REMUNERATION:

You will be paid a CTC of Rs. **31,000**/- (Rupees Thirty One Thousand) per month. You will be eligible for Employer's Provident Fund contribution. Please note that all entitlements will be as per the approved ICMR project budgets.

5. TRANSFER

During the service period, you may be transferred to any of the location/offices/ departments of the LEPRA Society and its projects existing or to be set up at any other location in India, protecting the compensation package and allowances last drawn in the current location.

6. TERMINATION OF APPOINTMENT:

The appointment is terminable by either side, by giving one month's notice or payment of remuneration in lieu thereof.

7. GENERAL:

The general details of duties, responsibilities etc., will be given at the time of joining.

You will be covered by the Rules and Regulations including conduct, discipline and administrative orders and any such other rules or orders of LEPRA Society that may come in force from time to time.

You are required to submit the certificates in support of education, professional qualification, experience, date of birth, Identity proof (Aadhaar & PAN) relieving letter from the immediate past

employer, pay-slip indicating last salary drawn etc. for verification together with one set of copies thereof and four passport size photographs for records at the time of reporting.

Please intimate in writing to the organisation any change of address within a week from the date of change of the same. Please confirm your acceptance in writing and let us know the proposed date of joining on or before **26th November 2021**, failing which the offer automatically stands withdrawn. Further, the organisation has the right to withdraw this offer on administrative grounds if any.

On your joining, you will be issued with an appointment letter, Please note that this offer is subject to verification of original certificates and Reference Check.

Yours sincerely,

MD Sirazuddin | Sr.Officer - HR

LEPRA

Near TEC Building, Cherlapally to Rampally Road,

Cherlapally, Hyderabad – 501 301, Telangana, India.

Mobile: + 91 9849126833

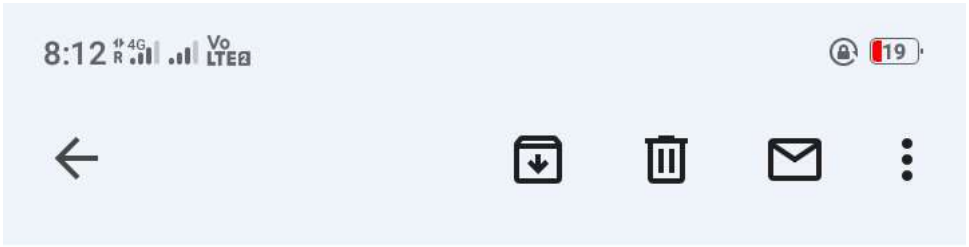
Email: siraz@leprahealthinaction.in|**Website:** https://leprasociety.in/

Supporting links

Website – https://www.leprasociety.in/donate

GivingTuesday India – https://www.givingtuesdayindia.org.in/story-details/1308

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email. Please notify the sender immediately by email if you have received this email by mistake and delete this email from your system. If you are not the intended recipient, you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited



From: Bhushan Apte [mailto:bhushan.apte@seruminstitute.com]
Sent: 10 February 2021 12:47
To: 'Akshay Simha'
Cc: 'Chinmay Kulkarni(HR)'; 'Vinay Jakhar(HR)'; 'Shailesh Sarolkar(HR)'
Subject: Joining details - Serum Institute of India Pvt Ltd

Dear Mr. Simha,

Welcome to the **World of Vaccine**! We are pleased to inform you that you have been selected as **Trainee** in **Quality Control function.**

Please find attached necessary joining documents for your easy onboarding at **SIIPL.**

We would like you to commence on your joining at **8.40 AM on mutually**

Stelis
Biopharma

Date: 30 September 2020

Mr.Dhanapal. G

#11, Dhana Lakshmi Nilayam, 2nd cross,
2nd Cross Road, Kumaraswamy layout,
Bangalore-560078

Dear **Dhanapal.**,

Sub: Offer of Appointment as Technical Trainee - Physico-chemical/Structural Lab

Subsequent to the discussions and meetings with you, we are pleased to offer you the position of **Technical Trainee** with us.
Your total compensation package for this employment will be INR **3,77,250** (Rupees Only)

A detailed break-up of compensation is given in Annexure - I.

Your appointment is subject to clearing the pre-employment medical examination and formal reference checks which is a requirement as per the Good Manufacturing Practices followed by us.

This offer is made on the understanding that the information given by you in your application is correct, true and complete. If it is found at any time that the information provided by you in the application is not correct / not true or any information has been deliberately suppressed, this offer automatically gets withdrawn.

Please acknowledge the acceptance of this offer by sending the duplicate copy duly signed within 3 days of receipt of this letter. We look forward to your joining as soon as possible.

For **STELIS BIOPHARMA PVT LTD**

S Raghavendra Rao
Chief Human Resources Officer

Stelis
Biopharma

Annexure I: Compensation & Benefits

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
Basic	1,75,000	14,583
HRA	70,000	5,833
PF Employer Contribution	21,000	1,750
Other Allowance	84,000	7,000
Total Fixed Pay	**3,50,000**	**29,167**
Bonus	27,250	
Total CTC	**3,77,250**	

Additional Benefits:

- Medical Insurance for Employee, spouse and two dependent children
- Life and Accident Insurance cover for Employee.
- ESI eligibility and contribution is regulated as per the ESIC act
- Payment of gratuity is regulated as per the Payment of Gratuity Act.
- Bonus paid during the year will be as per the act / company policy
- Subsidized canteen facility
- Company provided transportation facility to and from Company in the available routes.

All the limits are as per company's policies and Income Tax provisions, which are subject to change from time to time.

For STELIS BIOPHARMA PVT.LTD

S Raghavendra Rao
Chief Human Resources Officer

Acceptance of Offer for Employment

I, Dhanapal. G **hereby confirm acceptance of the Offer for Employment above. I will join Stelis Biopharma Pvt Ltd. on** 5/10/2020.

Signature :

Date : 30/9/2020.

Dhanpal. G

Stelis Biopharma Private Limited
Registered Office: Plot No. 213
Bommasandra Jigani Link Road, Jigani Industrial Area,
Anekal Taluk, Bengaluru - 560 105, India.
T +91 80 6784 0444 E info@stelis.com W www.stelis.com

CIN : U74140KA2007PTC043095

Manufacturing Facility: Plot No. 2-D1,
Obadenahalli, Doddaballapura 3rd Phase,
Industrial Area, Doddaballapura Taluk,
Bengaluru Rural District - 561 203.

Stelis Biopharma

Date: 21-01-2021

Mr.Karthik N

No. 20 SE/1, Sectors, 21st Main Road,
2nd Cross, Nisarga Layout, Bannerghatta ,
Anekal taluk, Bangalore Central - 560083

Dear **Karthik**,

Sub: Offer of Appointment as Management Trainee - QC - Microbiology

Subsequent to the discussions and meetings with you, we are pleased to offer you the position of **Management Trainee** with us.
Your total compensation package for this employment will be INR **3,77,250** (Rupees Only)

A detailed break-up of compensation is given in Annexure - I.

Your appointment is subject to clearing the pre-employment medical examination and formal reference checks which is a requirement as per the Good Manufacturing Practices followed by us.

This offer is made on the understanding that the information given by you in your application is correct, true and complete. If it is found at any time that the information provided by you in the application is not correct / not true or any information has been deliberately suppressed, this offer automatically gets withdrawn.

Please acknowledge the acceptance of this offer by sending the duplicate copy duly signed within 3 days of receipt of this letter. We look forward to your joining as soon as possible.

For **STELIS BIOPHARMA PVT LTD.**

S Raghavendra Rao
Chief Human Resources Officer

Stelis Biopharma

Annexure I: Compensation & Benefits

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
Basic	1,75,000	14,583
HRA	70,000	5,833
PF Employer Contribution	21,000	1,750
Other Allow ance	84,000	7,000
Total Fixed Pay	**3,50,000**	**29,167**
Bonus	27,250	
Total CTC	**3,77,250**	

Additional Benefits:

- Medical Insurance for Employee, spouse and two dependent children
- Life and Accident Insurance cover for Employee.
- ESI eligibility and contribution is regulated as per the ESIC act
- Payment of gratuity is regulated as per the Payment of Gratuity Act.
- Bonus paid during the year will be as per the act / company policy
- Subsidized canteen facility
- Company provided transportation facility to and from Company in the available routes.

All the limits are as per company's policies and Income Tax provisions, which are subject to change from time to time.

For STELIS BIOPHARMA PVT.LTD

S Raghavendra Rao

Chief Human Resources Officer

Acceptance of Offer for Employment

I, Karthik N **hereby confirm acceptance of the Offer for Employment above. I will join Stelis Biopharma Pvt Ltd. on _____.**

Signature : **Date :**

Vedantu
YOUR PERSONAL TEACHER ONLINE

14 August 2020

Dear **Varsha N Swamy,**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a **Academic Mentor** in our **Academic Operations Team**. I am sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision.

Let's try and understand what this opportunity has in store for you. Vedantu, started as a consequence of the passion for education and learning that the founding team shared and with a vision to change the way technology can help make learning more effective and engaging for anyone. Since inception, Vedantu has grown from being just a start up to a company taking its first steps into the market and planning the bigger leaps in the coming days. Our products and services have been a result of passionate work of the team and valuable feedback of the users and needless to say, everyone has loved the products/services in their early stage itself.

We, as a team, take as much pride in our work culture as we do in our offerings, well, these two are inseparable for us. We are a group of extremely passionate and talented individuals who are attached to the vision of the company and take the onus on themselves to attain that Vision. The only rule in Vedantu is to enjoy work and be accountable for the same, and, that binds us all. There will be times when the targets will be pressurizing but we feel that passion and love for what we are doing will always sail us through the arduous tides, together.

We understand that this will mark a very significant step in your career as well. This will be a very different experience for you and we hope you are equally excited about the same. We hope that you can carve out a niche for yourself in this team and find the satiation and joy that everyone craves for in the professional aspect of Life and in the process grow with everyone else.

Coming to the professional part of the offer, you will need to join Vedantu Team in Bangalore & Your probation period would be 6 months from the date of joining. During probation period the company shall have a right to terminate the employment with the company by giving 30 days' notice. The employee shall have the right to terminate the employment with the Company by giving 30 days' notice. On confirmation of Probation, notice period will be 30 days for both parties.

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment.

Your fixed remuneration would be INR 450000 (Rupees Four Lakhs and Fifty Thousand only) per annum as per Annexure A.
In addition, you would be eligible for INR 50000/- per annum as Variable Pay basis your performance.

On the financial front, your growth at Vedantu will be linked to your performance and company's growths, we are confident of both. We are looking forward your date of joining on **17 August 2020**. A wonderful experience awaits you here, that's a promise!

Cheers!
Anand Prakash
Director & Co-founder
Vedantu Innovations Pvt. Ltd.

Vedantu
YOUR PERSONAL TEACHER ONLINE

Annexure A

Sr. No.	Components Structure	Monthly	Yearly
1	Cost-to-company (CTC) as per Offer	37500	450000
2	Employer's Contribution to Provident Fund	1800	21600
3	Employer's Contribution to ESIC	0	0
	NET CTC	**35700**	**428400**
Salary Break Up			
A1.	Basic Salary	17850	214200
A2.	House Rent Allowance	7140	85680
A3.	Statutory Bonus	1607	19284
	(A) Sub Total (A1+A2+A3)	**26597**	**319164**
B1.	Mobile /Internet Reimbursement	0	0
B2.	Professional Development	0	0
B3.	Leave Travel Allowance	0	0
B4.	Special Allowance	9103	109236
	(B) FBP Sub Total (B1+B2+B3+B4)	**9103**	**109236**
	Sub Total (A)+(B)	**35700**	**428400**
Deductions			
C1.	Employee's Contribution to Provident Fund	1800	21600
C2.	PT	200	2400
C3.	Employee's Contribution to ESIC	0	0
	(C) Sub Total (C1+C2+C3)	2000	24000
	***Estimated Take Home [(A)+(B)-(C)]**	**33700**	**404400**

* TDS applicable as per Income Tax and other applicable law.

8:12 4G Vo LTE2 19

From: Bhushan Apte [mailto:bhushan.apte@seruminstitute.com]
Sent: 10 February 2021 12:47
To: 'Akshay Simha'
Cc: 'Chinmay Kulkarni(HR)'; 'Vinay Jakhar(HR)'; 'Shailesh Sarolkar(HR)'
Subject: Joining details - Serum Institute of India Pvt Ltd

Dear Mr. Simha,

Welcome to the **World of Vaccine**! We are pleased to inform you that you have been selected as **Trainee** in **Quality Control function.**

Please find attached necessary joining documents for your easy onboarding at **SIIPL.**

We would like you to commence on your joining at **8.40 AM on mutually**

NAVODAYA SERVICE CENTRE
SECURITY, HUMAN RESOURCE & HOUSE KEEPING
QUALITY ASSURED COMPANY ISO 9001-2008
53, 3RD FLOOR, INFANTRY ROAD, BANGALORE - 560 001. Ph : 2286 8363 | FAX : 2286 8343 | Email : navodayacentre@yahoo.co.in

To,
Bindhu S
Bangalore

Date : 20/07/2020

Sub: Offer Letter

This has reference to your application and the subsequent interview you had with us. We are pleased to offer you the position of Arogyamithra & deputed to work at Rajshekar Multispeciality Hospital, SAST, through our contract.

1. Your appointment for the above work contract is effective from 21st July 2020 you have been fixed on gross salary of Rs. 20000/- pm and the salary is computed based on your attendance for the month. You will also be not eligible to take-up any other employments apart from above.
2. During the period of your employment you will work honestly, faithfully, diligently & efficiently for the growth of the organization. You are expected to maintain utmost secrecy in regard to the affairs of the organization and shall keep confidential any information, instruct, documents etc, relating to the organization that may come to your professional knowledge as on employee of the organization.
3. If we understand that your services are not satisfactory during the above period you are liable for termination without any notice from Navodaya Service Center.
4. In case you wish to leave the company during this period you will have to give an advance notice for minimum period for Thirty (30) days in writing to Navodaya Service Centre. So that we can take necessary action to avoid disruption of work.
5. If you absent yourself continuously for more than 3 days without the approval of the concerned office in writing NAVODAYA SERVICE CENTRE. We will concede this absence as unauthorized absence and you will be liable for termination.
6. This appointment order automatically gets terminated on the Contract end between Navodaya service center and Suvarna Arogya suraksha Trust or One year from the Date of joining unless the date is extended by us & communicated to you in writing.

We look forward to a mutually rewarding association.

Yours sincerely

Note: you must produce all your educational and work experience document to Navodaya within 30 days, if you fail to produce the same, you will be terminated immediately.

NHS
Greater Manchester
Mental Health
NHS Foundation Trust
Recruitment Team
Harrop House
Bury New Road
Prestwich
Manchester
M25 3BL

Tel: 0161 358 1952

Web: www.gmmh.nhs.uk

WE ARE SOCIAL

Wednesday, 5th October, 2022

Private and Confidential
Name- Lobsang Wangmo
Address- Door number- 44, 3rd floor
34th cross road
Kumaraswamy Layout
Bengaluru, 560078

Your Ref:

Dear Lobsang Wangmo

Pre- Registration Mental Health Nurse

Thank you for attending your recent interview. I am delighted to confirm our conditional offer of employment for the above post following this interview. Please note that this offer is for the position of Pre-Registration Nurse and is subject to receipt of satisfactory pre-employment checks as listed below:

•Successful completion of the International English Language Tests (IELTS) or Occupational English Test (OET)

•Successful completion of the Clinical Based Test (CBT)

•2 satisfactory references confirming your employment history over a 3-year period to present date

•Occupational Health clearance

•Criminal Record Certificate

•Verification of identity

•Satisfactory Self Declaration Form

- Right to Work in the UK

Declaration Form

I have enclosed a copy of the 'Self Declaration Form' for your completion. The self-declaration forms allow us to satisfy ourselves of your character and suitability to work in a position of trust. Please complete using the guidance notes. Any delay in returning the above forms could result in a delay in your appointment.

Occupational Health Check

You will be sent details of how to complete your Occupational Health check shortly.

Criminal Records Certificate Check

In terms of your Criminal Records Certificate Check, you are required to supply an overseas police check (Certificate of Good Standing) from your country of residence and any countries in which you have resided for the previous 10 years, as part of your visa, we also need a copy of this. This must be interpreted into English. The original documents will be verified on your first day.

Once in the UK you will undertake a UK Disclosure and Barring Check. The cost of this will be paid up front by the Trust and recovered from your salary over a period of 4 months once your employment starts.

Verification of Identity

When you arrive in the UK you must provide the following documentation:

- Passport
- Biometrics Residence Permit (BRP)
- Proof of your national insurance number (this is ordinarily detailed on your BRP)
- 2 documents confirming your UK address e.g. tenancy agreement and bank account opening letter (once these have been arranged)
- Marriage certificate or change of name document if you have ever been known by another name

NMC Test of Competence – OSCE

Part 2 of gaining your NMC registration is a mental health nursing Objective Structured Clinical Examination (OSCE). Your first test will be within 4-8 weeks of your start date. If you fail your first OSCE test you have to take your re-sit within a specified time period, to be confirmed. If you do not pass your OSCE with a specified period, to be agreed, we will be required to cease your sponsorship and your right to work in the UK will be withdrawn by the Home Office.

On arrival to the UK you will be transported to an OSCE Preparation Centre based in Crewe, Cheshire. Accommodation will be provided for a 4-6 week period whilst you undertake an induction programme and dedicated OSCE training, which you must attend. You will then undertake your OSCE examination, and return to the Trust. You will work as a Clinical Support Worker whilst awaiting confirmation of your

NMC Pin Number. Once you have successfully passed the OSCE, and are in receipt of your NMC Pin Number, you will take up a Band 5 Registered Mental health Nurse post.

Pensions

This post is pensionable and unless you opt out of the NHS pensions scheme, your remuneration will be subject to deductions of pension contributions, in accordance with scheme legislation.

However, if you are not eligible to join the NHS Pension scheme you may be automatically enrolled into the Trust's Alternative Qualifying Workplace Pension Scheme (NEST), if appropriate. If this is the case, NEST will provide you with a copy of their welcome pack. If, after reading through the details of their pension scheme, you decide you want to opt out, the procedure to follow would be included in the pack.

There are number of forms that I have attached that you will be required to complete.

A summary of the main terms and conditions regarding this appointment is detailed on the next page, for your information.

A confirmed offer of employment and a Contract of Employment will sent to you once the pre-employment checks have been successfully undertaken, and a proposed start date will be agreed.

To confirm your acceptance of this post please sign the offer acceptance on the following page and return to us.

If you have any queries relating to this conditional offer of employment, please contact Charlotte Wright on charlotte.wright@gmmh.nhs.uk

Yours sincerely,

Charlotte Wright

Job offer, sagar hospital-BSK

1 message

Bhanusree.Sirivelu <bsk3076@sagarhospitals.in> Fri, 24 Dec 2020 at 2:40 pm

To: Shilpaym013@gmail.com

Cc: Sunil George William <hrmgr.bsk@sagarhospitals.in>, Sushma N Swamy <bsk2823@sagarhospitals.in>

Dear Ms. Shilpa Y M

This has reference to the discussions you have had with us on 3rd January 2021 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 2022 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

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 : 05.04.2021

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Mr. LALHRUAIMAWII (**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

Date 5/4/2021

Grace Educational Trust ®

St.Joseph's Academy of Nursing

SJAN/003/2021-22

Date 20.10.2021

APPOINTMENT LETTER

To,
Ms. Baiaineh Pyngrope
D/o Mr. Arbiro Kharmaw

Sub: Appointment for the post of Tutor/Clinical Instructor

Ref: Your Application dated 25-08-2021 Interview held on 13-10-2021

Dear Ms. Baiaineh Pyngrope,

I am pleased to inform you about your selection and teaching job confirmation to the post of Tutor in our institution w.e.f. 03-01-2022. All the terms and conditions with other benefits are mentioned on the attached employment agreement form.

I congratulate you and welcome you on behalf of management, teaching and non-teaching staff of our institution. I hope that together we work very hard to achieve the goals of our institutions.

I request you to acknowledge the copy of the appointment letter as a token of acceptance.

Thanking You.

Warm regards,

Director
St.Joseph's Academy of Nursing
Umtrew, Block - 1,
Ri-Bhoi District, Meghalaya,
Pincode - 793105

DIRECTOR
St. Joseph's Academy of Nursing
Umtrew, Near Umsning bypass, Meghalaya.

PHYSIO CONTROL

13-41484

NHS

MID CHESHIRE HOSPITALS

NHS FOUNDATION TRUST

LALLAWMAWMI HNAMTE

NURSE

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 : 05.04.2021

Appointment Letter

1. This agreement made on Dr. Bharathy Rangaswamy between Bharathy Hospital (Employer) and **Mr. LALHRUAIMAWII (**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

Date 5/4/2021

SYNOD HOSPITAL

DURTLANG, AIZAWL, MIZORAM

IDENTITY CARD

Name : Lalhmingmawii
Designation : Tutor

Holder's Signature

Issuing Authority
Director
Synod Hospital
Durtlang : Mizoram

SYNOD HOSPITAL ESTD. 1928 DURTLANG : MIZORAM

Hospital No. : 252722
Blood Group : B (+ve)
Phone No. : 8971157893
Date of Appointment : 20.09.2021

1. This card must be carried at all times.
2. This card must be returned to the Issuing Authority at the time of leaving service.

ZORAM MEDICAL COLLEGE

Government of Mizoram

IDENTITY CARD

Name : **Lizzy C Lalhmingsangi**
Designation : **Staff Nurse**
Department : **Nursing**
Valid upto : **31st December, 2024**

Director

ID No. **ZNT-0718**

alkawn, Mizoram - 796005

FAKHRI MEDICAL CENTRE

DOCTOR

DR. ZAINEB SONI

PHYSIOTHERAPIST

MEDICAL CENTRE: #100, Badri Manzil,
Bohra Layout, Gottigere,
Bannerghatta Road, Bangalore - 560 083
fakhrimedical.bangalore@gmail.com

Yashoda College of Physiotherapy

DATE: 08/02/2021

To

Ms. GUTTIKONDA MAHEESWARI
Hyderabad.

OFFER LETTER

Dear **Ms. GUTTIKONDA MAHEESWARI**

1. With reference to our discussions, we are pleased to offer you position of **Asst. Professor** in our **Yashoda College of Physiotherapy.**
2. You are required to join us on **16/02/2021.** The offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
3. At the time of joining you are required to produce Original Certificates and Documents required.
4. The formal appointment letter will be issued to you upon joining our College.
5. In case of any clarification, do communicate with the Principal.
6. Kindly give your acceptance by signing a copy of this letter.

We look forward to your long term association with us.

Note: At the time of Joining, you are requested to bring the following original documents along with a copy of each.

a) Certificates supporting your educational qualifications along with marks sheets.
b) S.S.C Certificate
c) Salary Certificate
d) Relieving / Service Certificate from your previous / present organization.
e) Four Passport Size photos
f) Aadhaar Card
g) ID Proof and Address Proof

With Best Wishes,

Managing Director / Executive Director

YASHODA HOSPITALS

H.No:4-126/8, Sy. No. 469 (Part), Gowdavally (Village), Medchal (Mandal), Medchal - Malkajgiri District - 501401, Telangana State. Phone: 9949969966

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: 08.03.2021

Appointment Letter

Dear Ms. CHUNGCHUNG BHUTIA,

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.

Chungchung Bhutia
Signature

Date 8/3/2021

Aster
RV HOSPITAL
We'll Treat You Well

14-Mar-2022

Ms. Hemalatha B
Associate Id:526056
225, Karidivaripalli village & post
Bangarupalyam Mandal, Chittor district
Andhra Pradesh - 517416

Dear **Hemalatha B,**

Letter of Appointment

Welcome to Aster RV Hospital, Bangalore a unit of the Aster DM Healthcare Group.

We are pleased to appoint you as **"Senior Staff Nurse"** in **Band: 1** and **Sub Band: 1B** in **"Nursing"** Department effective from **14 Mar 2022** on the terms and conditions specified as under:

You will be on probation for a period of **Six** months. Your transition from probationer to confirmed associate will be based on your probation appraisal.

All information on your remuneration is detailed in Annexure – A.

Your appointment has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

We congratulate you on your appointment and wish you a long and successful association with us. We are confident that your contribution will take us further in our journey towards becoming world leader. We assure you of our support for your professional development and growth.

For Aster RV Hospital,

Durga Prasanna Nayak
Deputy General Manager – Human Resources

Aster RV Hospital,
CA-37, 24th Main, 1st Phase,
J.P. Nagar, Bengaluru - 560078, India
E: customercare.asterrv@asterhospital.com

Tel : 080 6604 0400
www.asterbangalore.com

Job offer, sagar hospital-BSK

1 message

Bhanusree.Sirivelu <bsk3076@sagarhospitals.in> Mon, 28 Dec 2020 at 2:00 pm
To: kumarihemu02@gmail.com
Cc: Sunil George William <hrmgr.bsk@sagarhospitals.in>, Sushma N Swamy <bsk2823@sagarhospitals.in>

Dear Ms. T. Kumari

This has reference to the discussions you have had with us on 24th December 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 30th December 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

H-2016 - 0352
Jan 15, 2015 - Jan 14, 2022
Since Jan 15, 2016

SAKRA WORLD HOSPITAL
JV by SECOM & TOYOTA TSUSHO, JAPAN

Date: **21-02-2023**

TO WHOMEVER IT MAY CONCERN

This is to certify that **Ms.Suvarna Jatti Patgar (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"

Prakriti Chaturvedi <prakriti.chaturvedi@olx.com> Thu, Aug 27, 2020, 10:04 AM

to me, Siddhartha, Guruvenkatesh, Nagesh, vijaykumar

Hi Ramesh,

Greeting from OLX group ,

Here are the selected Candidates name from Pharma list :
Sharath, Jigmi Sanki, Krithika Joy
Out of 11 , 5 candidates have been processed as rest 6 are outstation candidates.

Thanks
Prakriti Chaturvedi

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Thanks
Prakriti Chaturvedi

Letter of Offer

20th April 2020

LATHIKA C
Bangalore

RE: Letter of offer of employment

Dear Ms. LATHIKA C,

This refers to your application for employment with Infynix Data Services Pvt Ltd and your subsequent interview for the same. We are pleased to offer you anemployment with Infynix Data Services Pvt Ltd as a Business Development Executive at our **Bangalore** office.

Joining Date and Salary
You are required to report to duty on **25th April 2020.** Your yearly CTC on joining Infynix Data Services Pvt Ltd. is **Rs.3,00,000**. The break-up of your salary is given in Annexure1.

Training & Probation Period, Confirmation
You shall serve a probationary period of 3 months from the date of joining. Upon your satisfactory completion of the probation, you shall be confirmed in the permanent establishment of the company. The company reserves the right to either extend the probationary period or terminate your employment, in the event that your performance is not up to the expectation.

Place of work and mobility
You shall be currently based in Bangalore but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India. You will be governed automatically by the rules and regulations and terms and conditions applicable to the new assignment.

Non-Disclosure and Intellectual Property Rights
As a condition of your employment, you will be required to sign the Company's standard form of employee nondisclosure and intellectual property assignment agreement at the time of your joining.

The company retains ownership of the intellectual property rights relating to copyrights concerning work undertaken while in the employment of the company.

Termination & Notice period

Termination by the company

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause' shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2)

conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the Employee; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of 7 days or more consecutive days without due consent or notifying your superior officer; (7) providing any false information to the company;

Without Cause: In the event that the employment is terminated without Cause, the Employee will be provided with a 60 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 60 days, calculated on the basis of the last gross salary.

Resignation by Employee:

If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. This clause will be applicable only after successful completion of probation. During probation period prior notice of 15 days is required. In case you resign within three months of your joining, training cost incurred by the organization to an extent of Rs. 15000 would be recovered from you

In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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 part of the notice period.

Background Check

The company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished false information or have concealed/suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

Company Properties in your possession

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

Professional Commitment:

All employees are required to comply with Company policies, which shall be communicated to you shortly. These include those related to nondiscrimination, sexual harassment, confidentiality and non-disclosure, board memberships and inside information. Such Company policies shall be available with the HR Department and you are expected to keep yourself apprised of the same from time to time.

Rules & Regulations

Your work in the company will be subject to the policies, rules and regulations of the Company, as promulgated and modified from time to time in relation to your conduct, employment and all other matters. In addition to the above, all other policies, rules and regulations as maybe in operation at the time of your accepting the appointment with the company as maybe amended or altered from time to time at the discretion of the Company will apply to you.

Acceptance

Please sign the copy of this letter indicating your acceptance to the offer of employment and send it to us at the earliest possible. If we do not hear from you within 1 day from the date of this letter, we shall assume that you do not wish to take up the company's offer of employment and our offer will lapse.

We look forward to your joining Infynix Data Services Pvt Ltd for a long and successful association.

Regards,

Hema Pramod
HR

I hereby agree to and accept the terms of employment offer and shall report for duty on the 25 April 2020

Signature:

LATHIKA C
Date:20/04/2020

Annexure 1

Name: LATHIKA C

Salary Components	Monthly	Yearly
Basic (A)	15,100	1,81,200
HRA	3,811	45,733
Gross Salary (B)	**18,911**	**2,26,933**
Statutory Bonus **(C)**	1,248	14,980
ESI – Employer	615	7,375
Gratuity	726	8,712
Total Retirement Benefits & Employee Benefits (F)	1,341	16,087
Cost To Company (CTC) (B+C+F)	**21,500**	**2,58,000**
Cafeteria	1,500	18,000
Employee Welfare (including Personal Accident Insurance & Group Medical Insurance)	2,000	24,000
Total Benefits (H)	3,500	42,000
Total Cost To Company (TCTC) (B+C+F+H)	25,000	3,00,000
ESI – Employee	142	1,702
PT	200	2,400
Total Deferred Benefits / Deductions (G)*	**342**	**4,102**
Net Salary (B- G)	**18,569**	**2,22,831**
Income Tax Applicable As per Government Regulations		

*Your Gross Salary will be reduced by this amount.

- Statutory bonus is as per bonus act..
- Employee welfare is the amount which company spends on employee recreation and welfare.
- Please note You will be eligible for bi-annual appraisals. You will be considered for your first hike in the nearest appraisal cycle provided you have completed more than 3 months stay in the organization. Please note, hike will be for the prorated period and will be effective from the following month of 6-month completion. In case the stay is less than or equal to 3 months, you will be considered in the subsequent appraisal cycle and the hike effective date will be either 1-Jan or 1-Jul as may be the case and the hike will be for the total period
- Employee will be eligible for Term Life Insurance Self (Rs 7.5 Lacs) and Personal Medical Insurance Self (Rs. 2 Lacs) cover. Employee name will be added in the insurance policy after 45 days from the date of joining.
- Cafeteria Subsidy is the amount that the company spends on employee's food (Lunch and Snacks)
- CTC- Annual Cost to Company

Deductions

There will be deductions in the salary as per the Government regulations.

Corporate Office: Careernet Technologies Pvt. Ltd., Plot No.53, Kariyammana Agrahara Road, Devarabeesanahalli, Outer Ring Road, Bellandur Post, Bengaluru 560103
Ph: 080 6656 0000
www.careernet.in

OFFER LETTER

Dear NIREEKSHA K

Date: June 24, 2019

This contract is made on June 24 2019 between **Sambhav Foundation** (**Sambhav**) Charitable Trust having its office at No 128, 2nd main, 2nd cross, Nagarabhavi Main road, Canara bank Colony, Bangalore - 560072 and **NIREEKSHA K**

It is agreed that **SAMBHAV FOUNDATION** will hire your services as **Trainer - Digital Marketing** at **Bangalore**

A. Assignment details

You will be currently associated with the **Vodafone** but Your role will be defined time to time and you will report to your .

B. Terms of the contract

- The contract shall begin on June 24 2019.
- As agreed you need to fulfill the terms of the contract and will play the role which will be defined from time to time.
- The Payment will be made within 5 days on raising an invoice with a status update on the work completed as per given assignment and approved by your senior of SAMBHAV FOUNDATION as spelt out in the contract.
- The above scope of work is indicative. Any changes to the scope of work will be communicated and the same has to be delivered within the contract duration.

C. Proprietary Information Agreement

You will be contracted by **SAMBHAV FOUNDATION** in a capacity in which **SAMBHAV FOUNDATION** will or may receive confidential information, which is of value to **SAMBHAV FOUNDATION**. Therefore, agree to abide by the following terms and conditions

This contract creates a relationship of confidence and trust between you and **SAMBHAV FOUNDATION** 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".

i. Proprietary Information includes without limitation:
   - Training content, **SAMBHAV FOUNDATION**'s database, marketing and sales plans, product development plans, competitive analyses, benchmark test results, business and financial plans or forecasts, non-public financial information, agreements, and customer and employee lists of **SAMBHAV FOUNDATION**.
   - Any information or material not described above which relates to **SAMBHAV FOUNDATION** inventions. "Know-how", purchasing, accounting, merchandising, or licensing. Any information of the type described above which **SAMBHAV FOUNDATION** has a legal obligation to treat as confidential, or which **SAMBHAV FOUNDATION** treats as proprietary or designates as confidential, whether or not owned or developed by **SAMBHAV FOUNDATION.**

ii. At all times, both during and after your contract with **SAMBHAV FOUNDATION**, **You** will hold Proprietary Information in confidence. You will not use, transfer, publish, disclose, or report Proprietary Information directly or indirectly, except such disclosure to other **SAMBHAV FOUNDATION** employees or authorized third parties as may be necessary in the ordinary course of

performing your duties for **SAMBHAV FOUNDATION** or otherwise as directed by **SAMBHAV FOUNDATION**.

iii. You agree that you have not brought any proprietary information of a former employer to **SAMBHAV FOUNDATION** and that you will not use any proprietary information of a former employer in the performance of your work with **SAMBHAV FOUNDATION** unless you have written authorization from your former employer.

iv. You will promptly disclose to **SAMBHAV FOUNDATION** all ideas, processes, inventions, modification, and improvements (collectively referred to as "Inventions") relating to any work or business carried on by **SAMBHAV FOUNDATION**, conceived by you alone or with others during the term of yours contract, whether or not conceived during regular business hours.

v. All such Inventions shall be the sole and exclusive property of **SAMBHAV FOUNDATION**. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to **SAMBHAV FOUNDATION**; and (b) all documents required to obtain a patent, register a copyright, or enforce **SAMBHAV FOUNDATION** rights in such Inventions. These obligations shall continue beyond the termination of employment with respect to Inventions you conceive or make during the period of yours contract

vi. You will not during the contract with **SAMBHAV FOUNDATION** carry on either alone or in partnership or be directly or indirectly employed or concerned in any business undertaking other than that of **SAMBHAV FOUNDATION**, except as a shareholder in a public quoted company unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**. Further, you will not accept gifts, entertainment or other favors from persons or bodies with which **SAMBHAV FOUNDATION** has business dealings unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**

vii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** and upon **SAMBHAV FOUNDATION** request reaffirm. **You** recognition of the importance of maintaining the confidentiality of **SAMBHAV FOUNDATION** Proprietary Information and reaffirms all of the obligations set forth in this Agreement.

viii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** return all property belonging to **SAMBHAV FOUNDATION**, including without limitation all Proprietary Information, documents, software, discs, diskettes, tapes, and any other form of media, copies of any of the above, microcomputer systems, computer terminals, modems, other hardware, telephones, credit cards, and/or company automobile.

D. Arbitration

All disputes and differences of any nature arising out of this agreement, whether during its term or after expiry thereof or prior termination shall be resolved amicably in the first instance. If the disputes remain unresolved then the same shall be referred to the Sole Arbitrator appointed by **SAMBHAV FOUNDATION**. The arbitration shall be held under Arbitration & Conciliation Act 1996 and statutory modification there to the appointment of sole arbitrator shall be binding upon the parties concerned. The decision of sole arbitrator shall be final on every matter arising hereunder. In spite of the fact that the sole arbitrator may be known to **SAMBHAV FOUNDATION**, the parties hereby agrees to their appointment as the Arbitrator without any reservation. It is further agreed that the fact the sole arbitrator may have occasion to deal with any matter related to this agreement either before or after its execution or have expressed opinion in similar matter earlier, shall not disqualify him from acting as Arbitrator. The arbitrator shall be eligible to decide legal matters also. The venue of arbitration shall be Bangalore only.

E. Jurisdiction

Subject to above arbitration clause, the jurisdiction in the matter shall be subject to the courts of Bangalore only.

F. Miscellaneous

1. Having a mutual understanding of the aims and values of both parties, each organization will endeavor to undertake no action, which could be to the detriment of any party in terms of professional integrity, high ethical standards and industry reputation.
2. Independent Contractor: - **SAMBHAV FOUNDATION** and **You** are independent entities. Nothing in this Agreement will be construed as creating an employer-employee relationship, partnership or joint venture, as a guarantee of future employment or projects, as a limitation upon Parties' sole discretion to terminate this Agreement at any time without cause, or as creating an exclusive relationship or minimum commitment.
3. The details for the efficacious implementation of this contract shall be jointly worked between the **SAMBHAV FOUNDATION** and by **You** to mutually acceptable terms within the parameters of the policies, rules and regulations of the **SAMBHAV FOUNDATION**.
4. The parties to this contract undertake to treat as CONFIDENTIAL AND PRIVILEGED information of the other organization, which is so classified in advance. The terms of confidentiality and mode of disclosure shall be as per mutually acceptable terms.

G. Termination

Termination of contract by either party shall be 15 days' notice. However, notwithstanding the notice of the intent to terminate the contract, all rights, obligations and corresponding duties and subsisting therein shall be respected and mandated till the finalization and accomplishment thereof.

- If **SAMBHAV FOUNDATION** finds that your actions are not fulfilling this contract at any time constitutes a serious breach of **SAMBHAV FOUNDATION** standards of behaviour, **SAMBHAV FOUNDATION** may end this contract and terminate the contract immediately with a written notice stating the breach committed.
- The contract can be renewed on mutually agreed terms during the contract period otherwise the contract will end on **March 31, 2024.**

Yours Sincerely,
for **Sambhav Foundation**

Accepted

Gayathri Shanker
Head – People & Culture

NIREEKSHA K

APPENDIX

Compensation & Benefits:

1. All entitlements given below are applicable after you have joined Sambhav Foundation. The entitlements are subject to company policies / procedures / guidelines that may be issued / modified from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
2. These entitlements shall cease upon the termination of your employment with Sambhav Foundation. These entitlements may also cease if you need to take long-termed personal leave of absence. You will need to check with your local HR team for details.
3. **SAMBHAV FOUNDATION** will pay a sum of INR **25,500/- PM.** These amounts are inclusive of taxes. TDS will be deducted as per statutory norms.
4. **Insurance Coverage**

    - Medical Group Insurance – Rs. 50,000/- per annum (Self).
    - Personal Accidental Insurance – Rs. 5.0 Lakh per annum coverage.

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker
Head – People & Culture

Accepted

NIREEKSHA K

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

24th September 2020

Aniket Ajit Pujari
Bangalore

Dear **Aniket**,

On behalf of Clearsharp Technology Private Limited ("Clearsharp"), we are pleased to offer you a **Operations** position with a CTC 3.5 LPA.

You'll be joining a fast-growing start-up and help in accelerating our trajectory: Our joint mission is building a very meaningful company which has a deep impact in the ways Individuals and Businesses approach financial aspects.

The work will be challenging, with tremendous opportunity to grow and learn.

Clearsharp will succeed or fail depending on your efforts, ingenuity, willpower, resourcefulness and willingness to go much further beyond the ordinary. Much work and exciting times lie ahead of us.

As an employee of Clearsharp it is likely that you will work on confidential and or proprietary information related to the operations, products and services of Clearsharp and its clients. To protect the interests of both Clearsharp and its clients, all employees are required to read and sign an Employment Agreement prior to beginning of employment.

Both the employee and the employer must give an advance **30 days** prior written notice before terminating the employment. Your signature at the end of this letter confirms that the conditions of your employment.

This offer is contingent on Clearsharp verifying the accuracy of the information provided by you. with regard to this, you authorize Clearsharp to investigate your references, work records, education and other matters pertaining to your employment and background.

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.

To accept this offer, please sign this letter in the space provided below and return it to the recruiting team. A second copy has been provided for you to keep for your records. This offer will remain valid until **26th September 2020.**

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

We look forward to your joining us and hope that you find your employment with Clearsharp enjoyable and professionally rewarding.

On behalf of the entire Clearsharp Team,

Vishnu Iruvanti

Authorized signatory

I accept this offer of employment with Clearsharp and agree to the terms and conditions outlined in this letter.

Signature Date

Planned Start Date

ClearsharpTechnology Private Limited CIN No.
U72200DL2011PTC218497 2A, Ground Floor, AMR
Tech Park Hosur Main Road Hongasandra,
Benguluru -560068 ctsanjaygupta@gmail.com +91-
99581-82248

Broadridge

Broadridge Financial Solutions (India) Private Limited
Registered Office:
Survey No. 64 (Adjacent to Cyber Towers)
Hi-TecCityMadhapurSerilingampallMandal
Ranga Reddy District, Telangana
CIN: U74999TG2007PTC052368

B +91 40 6627 8000, 4432 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

October 22, 2020

Dear Gowtham Naik,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Process Analyst
Grade:	G1L1
Date of Joining:	On or before October 26, 2020
Compensation:	Gross compensation of Rs.249,200/- (Rupees Two lakhs forty nine thousand and two hundred only) per year including 12% variable performance bonus linked to your and company's performance. Details are attached.
Training Period:	On your acceptance of this offer, you will be required to undergo a training/on the Job learning program. This training/on the Job learning program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and during the course of your employment.
Service Agreement:	You are required to serve the organization for a minimum period of 01 years from the date of joining. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, or any damages in accordance with the provisions contained in the detailed Employment Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination other than on disciplinary grounds / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

Gowtham Naik

Broadridge

Details Of Salary

Name : Gowtham Naik

Position : Process Analyst, G1L1

	Rs. / pm	Rs.
A. Monthly Salary		
• Basic Salary	9,584	
• House Rent Allowance (40% of Basic Salary)	3,834	
• Flexible Benefits	1898	15,316
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1,150	
• Gratuity	461	
• E.S.I (3.25% of Monthly Gross)	498	2,109
Gross Monthly Salary		17,425
Total Yearly Salary		209,100
Bonus (Variable linked to Company's and individual's performance up to 12% of Yearly Salary)		25,100
ZETA Card		15,000
Gross Yearly Compensation		249,200

OFFER LETTER

Dear Brinda

Date: June 24, 2019

This contract is made on June 24 2019 between **Sambhav Foundation** (**Sambhav**) Charitable Trust having its office at No 128, 2nd main, 2nd cross, Nagarabhavi Main road, Canara bank Colony, Bangalore - 560072 and **Brinda**

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ii. At all times, both during and after your contract with **SAMBHAV FOUNDATION**, **You** will hold Proprietary Information in confidence. You will not use, transfer, publish, disclose, or report Proprietary Information directly or indirectly, except such disclosure to other **SAMBHAV FOUNDATION** employees or authorized third parties as may be necessary in the ordinary course of

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vii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** and upon **SAMBHAV FOUNDATION** request reaffirm. **You** recognition of the importance of maintaining the confidentiality of **SAMBHAV FOUNDATION** Proprietary Information and reaffirms all of the obligations set forth in this Agreement.

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1. Having a mutual understanding of the aims and values of both parties, each organization will endeavor to undertake no action, which could be to the detriment of any party in terms of professional integrity, high ethical standards and industry reputation.
2. Independent Contractor: - **SAMBHAV FOUNDATION** and **You** are independent entities. Nothing in this Agreement will be construed as creating an employer-employee relationship, partnership or joint venture, as a guarantee of future employment or projects, as a limitation upon Parties' sole discretion to terminate this Agreement at any time without cause, or as creating an exclusive relationship or minimum commitment.
3. The details for the efficacious implementation of this contract shall be jointly worked between the **SAMBHAV FOUNDATION** and by **You** to mutually acceptable terms within the parameters of the policies, rules and regulations of the **SAMBHAV FOUNDATION**.
4. The parties to this contract undertake to treat as CONFIDENTIAL AND PRIVILEGED information of the other organization, which is so classified in advance. The terms of confidentiality and mode of disclosure shall be as per mutually acceptable terms.

G. Termination

Termination of contract by either party shall be 15 days' notice. However, notwithstanding the notice of the intent to terminate the contract, all rights, obligations and corresponding duties and subsisting therein shall be respected and mandated till the finalization and accomplishment thereof.

- If **SAMBHAV FOUNDATION** finds that your actions are not fulfilling this contract at any time constitutes a serious breach of **SAMBHAV FOUNDATION** standards of behaviour, **SAMBHAV FOUNDATION** may end this contract and terminate the contract immediately with a written notice stating the breach committed.
- The contract can be renewed on mutually agreed terms during the contract period otherwise the contract will end on **March 31, 2024.**

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker
Head – People & Culture

Accepted

Brinda

APPENDIX

Compensation & Benefits:

1. All entitlements given below are applicable after you have joined Sambhav Foundation. The entitlements are subject to company policies / procedures / guidelines that may be issued / modified from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
2. These entitlements shall cease upon the termination of your employment with Sambhav Foundation. These entitlements may also cease if you need to take long-termed personal leave of absence. You will need to check with your local HR team for details.
3. **SAMBHAV FOUNDATION** will pay a sum of INR **25,500/- PM.** These amounts are inclusive of taxes. TDS will be deducted as per statutory norms.
4. **Insurance Coverage**

    - Medical Group Insurance – Rs. 50,000/- per annum (Self).
    - Personal Accidental Insurance – Rs. 5.0 Lakh per annum coverage.

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker
Head – People & Culture

Accepted

Brinda

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

24th September 2020

T. Vijayendra Nath
Bangalore

Dear

Vijayendra,

On behalf of Clearsharp Technology Private Limited ("Clearsharp"), we are pleased to offer you a **Operations** position with a CTC 3.5 LPA.

You'll be joining a fast-growing start-up and help in accelerating our trajectory: Our joint mission is building a very meaningful company which has a deep impact in the ways Individuals and Businesses approach financial aspects.

The work will be challenging, with tremendous opportunity to grow and learn.

Clearsharp will succeed or fail depending on your efforts, ingenuity, willpower, resourcefulness and willingness to go much further beyond the ordinary. Much work and exciting times lie ahead of us.

As an employee of Clearsharp it is likely that you will work on confidential and or proprietary information related to the operations, products and services of Clearsharp and its clients. To protect the interests of both Clearsharp and its clients, all employees are required to read and sign an Employment Agreement prior to beginning of employment.

Both the employee and the employer must give an advance **30 days** prior written notice before terminating the employment. Your signature at the end of this letter confirms that the conditions of your employment.

This offer is contingent on Clearsharp verifying the accuracy of the information provided by you. with regard to this, you authorize Clearsharp to investigate your references, work records, education and other matters pertaining to your employment and background.

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.

To accept this offer, please sign this letter in the space provided below and return it to the recruiting team. A second copy has been provided for you to keep for your records. This offer will remain valid until **26th September 2020.**

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

We look forward to your joining us and hope that you find your employment with Clearsharp enjoyable and professionally rewarding.

On behalf of the entire Clearsharp Team,

Vishnu Iruvanti

Authorized signatory

I accept this offer of employment with Clearsharp and agree to the terms and conditions outlined in this letter.

Signature Date

Planned Start Date

ClearsharpTechnology Private Limited CIN No.
U72200DL2011PTC218497 2A, Ground Floor, AMR
Tech Park Hosur Main Road Hongasandra,
Benguluru -560068 ctsanjaygupta@gmail.com +91-
99581-82248

Offer Letter

Name: Abdullah

Date: Tuesday, September 8, 2020

Dear Mr. **Abdullah,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 15, 2020.** Your work location would be **Kolkata** / **Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the

Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. Department, Designation & Reporting Manager:

Department	: Business Development (51000000)
Designation	: Business Development Trainee - Sales
Reporting Manager	: Aakash Kapoor (TNL21818299)
Role Location	: Kolkata / Bangalore
BDT Training Location	: Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared

9. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Companyor for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.
c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;

b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;

c. Any representation or warranty or information furnished to the Company found to be false;

d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or

e. Failure to adhere to the standards/specifications/policies of the Company.

16. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment withthe Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction

to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

<u>You are requested to carry the below mentioned documents on your joining date</u>

1. 10th Mark sheet
2. 12th 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. 3 Passport Size Photograph
12. All current & previous companies relieving/experience letter (Only for experiencedcandidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd. **Accept Job Offer by signing below**

Human Resource **Signature:**

This is system generated offer letter and does not require authorized signature.

OFFER LETTER

Dear SAI CHARAN K

Date: June 24, 2019

This contract is made on June 24 2019 between **Sambhav Foundation** (**Sambhav**) Charitable Trust having its office at No 128, 2nd main, 2nd cross, Nagarabhavi Main road, Canara bank Colony, Bangalore - 560072 and **SAI CHARAN K**

It is agreed that **SAMBHAV FOUNDATION** will hire your services as **Trainer - Digital Marketing** at **Bangalore**

A. Assignment details

You will be currently associated with the **Vodafone** but Your role will be defined time to time and you will report to your .

B. Terms of the contract

- The contract shall begin on June 24 2019.
- As agreed you need to fulfill the terms of the contract and will play the role which will be defined from time to time.
- The Payment will be made within 5 days on raising an invoice with a status update on the work completed as per given assignment and approved by your senior of SAMBHAV FOUNDATION as spelt out in the contract.
- The above scope of work is indicative. Any changes to the scope of work will be communicated and the same has to be delivered within the contract duration.

C. Proprietary Information Agreement

You will be contracted by **SAMBHAV FOUNDATION** in a capacity in which **SAMBHAV FOUNDATION** will or may receive confidential information, which is of value to **SAMBHAV FOUNDATION**. Therefore, agree to abide by the following terms and conditions

This contract creates a relationship of confidence and trust between you and **SAMBHAV FOUNDATION** 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".

i. Proprietary Information includes without limitation:
   - Training content, **SAMBHAV FOUNDATION**'s database, marketing and sales plans, product development plans, competitive analyses, benchmark test results, business and financial plans or forecasts, non-public financial information, agreements, and customer and employee lists of **SAMBHAV FOUNDATION**.
   - Any information or material not described above which relates to **SAMBHAV FOUNDATION** inventions. "Know-how", purchasing, accounting, merchandising, or licensing. Any information of the type described above which **SAMBHAV FOUNDATION** has a legal obligation to treat as confidential, or which **SAMBHAV FOUNDATION** treats as proprietary or designates as confidential, whether or not owned or developed by **SAMBHAV FOUNDATION.**

ii. At all times, both during and after your contract with **SAMBHAV FOUNDATION**, **You** will hold Proprietary Information in confidence. You will not use, transfer, publish, disclose, or report Proprietary Information directly or indirectly, except such disclosure to other **SAMBHAV FOUNDATION** employees or authorized third parties as may be necessary in the ordinary course of

performing your duties for **SAMBHAV FOUNDATION** or otherwise as directed by **SAMBHAV FOUNDATION**.

iii. You agree that you have not brought any proprietary information of a former employer to **SAMBHAV FOUNDATION** and that you will not use any proprietary information of a former employer in the performance of your work with **SAMBHAV FOUNDATION** unless you have written authorization from your former employer.

iv. You will promptly disclose to **SAMBHAV FOUNDATION** all ideas, processes, inventions, modification, and improvements (collectively referred to as "Inventions") relating to any work or business carried on by **SAMBHAV FOUNDATION**, conceived by you alone or with others during the term of yours contract, whether or not conceived during regular business hours.

v. All such Inventions shall be the sole and exclusive property of **SAMBHAV FOUNDATION**. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to **SAMBHAV FOUNDATION**; and (b) all documents required to obtain a patent, register a copyright, or enforce **SAMBHAV FOUNDATION** rights in such Inventions. These obligations shall continue beyond the termination of employment with respect to Inventions you conceive or make during the period of yours contract

vi. You will not during the contract with **SAMBHAV FOUNDATION** carry on either alone or in partnership or be directly or indirectly employed or concerned in any business undertaking other than that of **SAMBHAV FOUNDATION**, except as a shareholder in a public quoted company unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**. Further, you will not accept gifts, entertainment or other favors from persons or bodies with which **SAMBHAV FOUNDATION** has business dealings unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**

vii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** and upon **SAMBHAV FOUNDATION** request reaffirm. **You** recognition of the importance of maintaining the confidentiality of **SAMBHAV FOUNDATION** Proprietary Information and reaffirms all of the obligations set forth in this Agreement.

viii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** return all property belonging to **SAMBHAV FOUNDATION**, including without limitation all Proprietary Information, documents, software, discs, diskettes, tapes, and any other form of media, copies of any of the above, microcomputer systems, computer terminals, modems, other hardware, telephones, credit cards, and/or company automobile.

D. Arbitration

All disputes and differences of any nature arising out of this agreement, whether during its term or after expiry thereof or prior termination shall be resolved amicably in the first instance. If the disputes remain unresolved then the same shall be referred to the Sole Arbitrator appointed by **SAMBHAV FOUNDATION**. The arbitration shall be held under Arbitration & Conciliation Act 1996 and statutory modification there to the appointment of sole arbitrator shall be binding upon the parties concerned. The decision of sole arbitrator shall be final on every matter arising hereunder. In spite of the fact that the sole arbitrator may be known to **SAMBHAV FOUNDATION**, the parties hereby agrees to their appointment as the Arbitrator without any reservation. It is further agreed that the fact the sole arbitrator may have occasion to deal with any matter related to this agreement either before or after its execution or have expressed opinion in similar matter earlier, shall not disqualify him from acting as Arbitrator. The arbitrator shall be eligible to decide legal matters also. The venue of arbitration shall be Bangalore only.

E. Jurisdiction

Subject to above arbitration clause, the jurisdiction in the matter shall be subject to the courts of Bangalore only.

F. Miscellaneous

1. Having a mutual understanding of the aims and values of both parties, each organization will endeavor to undertake no action, which could be to the detriment of any party in terms of professional integrity, high ethical standards and industry reputation.
2. Independent Contractor: - **SAMBHAV FOUNDATION** and **You** are independent entities. Nothing in this Agreement will be construed as creating an employer-employee relationship, partnership or joint venture, as a guarantee of future employment or projects, as a limitation upon Parties' sole discretion to terminate this Agreement at any time without cause, or as creating an exclusive relationship or minimum commitment.
3. The details for the efficacious implementation of this contract shall be jointly worked between the **SAMBHAV FOUNDATION** and by **You** to mutually acceptable terms within the parameters of the policies, rules and regulations of the **SAMBHAV FOUNDATION**.
4. The parties to this contract undertake to treat as CONFIDENTIAL AND PRIVILEGED information of the other organization, which is so classified in advance. The terms of confidentiality and mode of disclosure shall be as per mutually acceptable terms.

G. Termination

Termination of contract by either party shall be 15 days' notice. However, notwithstanding the notice of the intent to terminate the contract, all rights, obligations and corresponding duties and subsisting therein shall be respected and mandated till the finalization and accomplishment thereof.

- If **SAMBHAV FOUNDATION** finds that your actions are not fulfilling this contract at any time constitutes a serious breach of **SAMBHAV FOUNDATION** standards of behaviour, **SAMBHAV FOUNDATION** may end this contract and terminate the contract immediately with a written notice stating the breach committed.
- The contract can be renewed on mutually agreed terms during the contract period otherwise the contract will end on **March 31, 2024.**

Yours Sincerely,
for **Sambhav Foundation**

Accepted

Gayathri Shanker
Head – People & Culture

SAI CHARAN K

APPENDIX

Compensation & Benefits:

1. All entitlements given below are applicable after you have joined Sambhav Foundation. The entitlements are subject to company policies / procedures / guidelines that may be issued / modified from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
2. These entitlements shall cease upon the termination of your employment with Sambhav Foundation. These entitlements may also cease if you need to take long-termed personal leave of absence. You will need to check with your local HR team for details.
3. **SAMBHAV FOUNDATION** will pay a sum of INR **25,500/- PM.** These amounts are inclusive of taxes. TDS will be deducted as per statutory norms.
4. **Insurance Coverage**

    - Medical Group Insurance – Rs. 50,000/- per annum (Self).
    - Personal Accidental Insurance – Rs. 5.0 Lakh per annum coverage.

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker
Head – People & Culture

Accepted

SAI CHARAN K

BYJU'S

Offer Letter

Name: Soumyadeep Bardhan
Date: Tuesday, September 8, 2020

Dear Mr. **Soumyadeep Bardhan,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 15, 2020** . Your work location would be **Kolkata** / **Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be

done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. Department, Designation & Reporting Manager:

Department : Business Development (51000000)
Designation : Business Development Trainee - Sales
Reporting Manager : Aakash Kapoor (TNL21818299)
Role Location : Kolkata / Bangalore
BDT Training Location : Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

9. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.
c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;

b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;

c. Any representation or warranty or information furnished to the Company found to be false;

d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or

e. Failure to adhere to the standards/specifications/policies of the Company.

16. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction

to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

1. 10th Mark sheet
2. 12th 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. 3 Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorized signature.

Offer Letter

Name: Chandan K Reddy,

Date: Tuesday, September 8, 2020

Dear Mr. Chandan K**,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 15, 2020.** Your work location would be **Kolkata** / **Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the

Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. Department, Designation & Reporting Manager:

Department	: Business Development (51000000)
Designation	: Business Development Trainee - Sales
Reporting Manager	: Aakash Kapoor (TNL21818299)
Role Location	: Kolkata / Bangalore
BDT Training Location	: Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared

9. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Companyor for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.
c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;

b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;

c. Any representation or warranty or information furnished to the Company found to be false;

d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or

e. Failure to adhere to the standards/specifications/policies of the Company.

16. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment withthe Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction

to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

<u>You are requested to carry the below mentioned documents on your joining date</u>

1. 10th Mark sheet
2. 12th 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. 3 Passport Size Photograph
12. All current & previous companies relieving/experience letter (Only for experiencedcandidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd. **Accept Job Offer by signing below**

Human Resource **Signature:**

This is system generated offer letter and does not require authorized signature.

CH518MBA042

cleartax

DEFMACRO SOFTWARE PRIVATE LIMITED
Corporate Office: 87/1, AMR Tech Park, First Floor, Block No. 2A, Hosur Main Road Hongasandra, Bangalore - 560068
CIN No. U72200DL2016PTC290345
Email- corporate@cleartax.in , Ph:- 080-67458711
Website- www.cleartax.com

OFFER LETTER

Date: 07-09-2020

Sujana Karnam
Bangalore

Dear **Sujana,**
Congratulations!

We are pleased to extend this offer of employment to you at Defmacro Software Private Limited doing business as **"Cleartax"**, a private limited company incorporated under the provisions of the Companies Act, 2013, having its registered office at B-3, Lower Ground Floor School Lane, Naraina Vihar, New Delhi 110028, India. (the **"Company")** for the position of **Inside Sales Executive.** As an employee of the Company, you shall be entitled to the following:

Your total cost to Company (**CTC**) will be **INR 4,68,000 (Rupees Four Lakhs Sixty Eight Thousand)** per annum. This will include fixed base pay of **INR 3,60,000** paid annually and Annual Performance bonus of **INR 1,08,000.** The Company shall determine your bonus on the basis of your individual performance and overall performance of the Company.

You will primarily be employed at the **Bangalore** office of the Company. You may be required to fulfill your duties from any other location or place of work depending upon the business exigencies and Company's needs.

You will be joining a fast-growing start-up and you are expected to help accelerating the Company's growth trajectory. Our joint mission is building a very meaningful Company which has a deep impact in the ways Individuals and Businesses approach their financial matters. The work therefore will be challenging with tremendous opportunity to learn and grow.

The success of the Cleartax is dependent on your efforts, ingenuity, willpower, resourcefulness and willingness to go much further beyond the ordinary. Challenging work opportunities and exciting times lie ahead of us.

To protect the interests of both Cleartax and its clients, you are required to read, understand and sign the Employment Agreement prior to commencing your employment.

This offer is contingent upon feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by Cleartax or an appropriate third party, and the results of such background checks being favorable in Cleartax's reasonable opinion. Non-fulfilment of the same will render this offer void or will become void, on notice by Cleartax.

DEFMACRO SOFTWARE PRIVATE LIMITED
Corporate Office: 87/1, AMR Tech Park, First Floor, Block No. 2A, Hosur Main Road Hongasandra, Bangalore - 560068
CIN No. U72200DL2016PTC290345
Email- corporate@cleartax.in , Ph:- 080-67458711
Website- www.cleartax.com

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.

To accept this offer, please sign this letter in the space provided below and return a copy to the recruiting team. A second copy has been provided for you to keep for your records. This offer will remain valid until **9 September 2020** after which it shall automatically expire.

We look forward to your onboarding us and we hope that you find your employment with Cleartax enjoyable and professionally rewarding.

Sincerely,
For Defmacro Software Private Limited,

Srivatsan Chari
Vice President

Acknowledgment

I accept the offer of employment with Cleartax and agree to the terms and conditions outlined in this letter.

_____ _____
Signature Date

_____
Start Date

(12)

GA SOFTWARE TECHNOLOGIES
Ideas · Innovation · Integration

27th January, 2021

Mr. Mohammed Mashooq
#1-73,(5), Baithul Afaf House,
Beedu, Kannur, Mangalore
Karnataka- 575007

Sub: Offer as "Business Development Executive"

Dear Mohammed,

With reference to your application and subsequent interview at GA Software Technologies Pvt. Ltd., we are pleased to offer you a position of '**Business Development Executive**' in our organization at an Annual CTC of Rs. 3,00,000/- (Rupees Three Lakhs Only). We would expect you to join on or before 1st February, 2021. Date beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing. The detailed KRA's shall be discussed along with your reporting manager upon your joining. Your working location will be based out of Bangalore.

On the date of your joining, kindly submit the following documents:

1) Educational Certificates,
2) Additional certifications (if any)
3) Address Proof, ID Proof (Passport/Driving License/ Aadhar ID / Pan Card). Two Proofs are mandatory
4) Four Passport size photograph
5) Relieving letter from previous company with pay slip (last 3 months)

Your appointment will be subject to post verification of references. We welcome you to GA Software Technologies Pvt. Ltd. family.

Please sign the duplicate copy of this letter as a token of acceptance of the same.

Regards,
For GA Software Technologies Private Limited

CA Syed Faisal
GM - Finance

GA SOFTWARE TECHNOLOGIES PRIVATE LIMITED
#74, 3rd Floor, Prestige Ferozes Building, Cunningham Road, Vasanthnagar, Bangalore - 560 052. Karnataka, India.
Tel: +91 80 46112400 | Fax: +91 80 66885747 | www.GAsofttech.com | E-mail: contact@gasofttech.com | CIN: U72200KA2011PTC061389

GA SOFTWARE TECHNOLOGIES
Ideas · Innovation · Integration

COMPENSATION STRUCTURE

Name : Mohammed Mashooq

Designation : Business Development Executive

Particulars	Monthly	Annually
Basic	15,333	183,996
House Rent Allowance	7,667	91,998
Medical Reimbursement	-	-
Conveyance Allowance	-	-
Educational Allowance	-	-
Special Allowance	-	-
Fixed Pay (A)	**23,000**	**276,000**
Retention Bonus		
Mediclaim	200	2,400
Company's Contribution to PF	1,800	21,600
Annual Benefits (B)	**2000**	**24,000**
Total Cost To Company (A + B)	**25,000**	**300,000**

Deductions:-	
Provident Fund	1,400
Professional Tax	200
Income Tax	-
ESI	-
Take Home/Net Salary	**21,000**

- Income Tax will be deducted on the basis of declaration submitted by the employee at the beginning of every financial year
- Mediclaim Insurance for Self of INR 3 Lakhs
- Personal Accident Insurance for self of INR 5 Lakhs

OFFER LETTER

Dear AHRAR RONGA

Date: June 24, 2019

This contract is made on June 24 2019 between **Sambhav Foundation** (**Sambhav**) Charitable Trust having its office at No 128, 2nd main, 2nd cross, Nagarabhavi Main road, Canara bank Colony, Bangalore - 560072 and **AHRAR RONGA**

It is agreed that **SAMBHAV FOUNDATION** will hire your services as **Trainer - Digital Marketing** at **Bangalore**

A. **Assignment details**

B. You will be currently associated with the **Vodafone** but Your role will be defined time to time and you will report to your .

C. **Terms of the contract**

- The contract shall begin on June 24 2019.
- As agreed you need to fulfill the terms of the contract and will play the role which will be defined from time to time.
- The Payment will be made within 5 days on raising an invoice with a status update on the work completed as per given assignment and approved by your senior of SAMBHAV FOUNDATION as spelt out in the contract.
- The above scope of work is indicative. Any changes to the scope of work will be communicated and the same has to be delivered within the contract duration.

D. **Proprietary Information Agreement**

You will be contracted by **SAMBHAV FOUNDATION** in a capacity in which **SAMBHAV FOUNDATION** will or may receive confidential information, which is of value to **SAMBHAV FOUNDATION**. Therefore, agree to abide by the following terms and conditions

This contract creates a relationship of confidence and trust between you and **SAMBHAV FOUNDATION** 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".

i. Proprietary Information includes without limitation:
   - Training content, **SAMBHAV FOUNDATION**'s database, marketing and sales plans, product development plans, competitive analyses, benchmark test results, business and financial plans or forecasts, non-public financial information, agreements, and customer and employee lists of **SAMBHAV FOUNDATION**.
   - Any information or material not described above which relates to **SAMBHAV FOUNDATION** inventions. "Know-how", purchasing, accounting, merchandising, or licensing. Any information of the type described above which **SAMBHAV FOUNDATION** has a legal obligation to treat as confidential, or which **SAMBHAV FOUNDATION** treats as proprietary or designates as confidential, whether or not owned or developed by **SAMBHAV FOUNDATION.**

ii. At all times, both during and after your contract with **SAMBHAV FOUNDATION**, **You** will hold Proprietary Information in confidence. You will not use, transfer, publish, disclose, or report Proprietary Information directly or indirectly, except such disclosure to other **SAMBHAV FOUNDATION** employees or authorized third parties as may be necessary in the ordinary course of

performing your duties for **SAMBHAV FOUNDATION** or otherwise as directed by **SAMBHAV FOUNDATION**.

iii. You agree that you have not brought any proprietary information of a former employer to **SAMBHAV FOUNDATION** and that you will not use any proprietary information of a former employer in the performance of your work with **SAMBHAV FOUNDATION** unless you have written authorization from your former employer.

iv. You will promptly disclose to **SAMBHAV FOUNDATION** all ideas, processes, inventions, modification, and improvements (collectively referred to as "Inventions") relating to any work or business carried on by **SAMBHAV FOUNDATION**, conceived by you alone or with others during the term of yours contract, whether or not conceived during regular business hours.

v. All such Inventions shall be the sole and exclusive property of **SAMBHAV FOUNDATION**. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to **SAMBHAV FOUNDATION**; and (b) all documents required to obtain a patent, register a copyright, or enforce **SAMBHAV FOUNDATION** rights in such Inventions. These obligations shall continue beyond the termination of employment with respect to Inventions you conceive or make during the period of yours contract

vi. You will not during the contract with **SAMBHAV FOUNDATION** carry on either alone or in partnership or be directly or indirectly employed or concerned in any business undertaking other than that of **SAMBHAV FOUNDATION**, except as a shareholder in a public quoted company unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**. Further, you will not accept gifts, entertainment or other favors from persons or bodies with which **SAMBHAV FOUNDATION** has business dealings unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**

vii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** and upon **SAMBHAV FOUNDATION** request reaffirm. **You** recognition of the importance of maintaining the confidentiality of **SAMBHAV FOUNDATION** Proprietary Information and reaffirms all of the obligations set forth in this Agreement.

viii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** return all property belonging to **SAMBHAV FOUNDATION**, including without limitation all Proprietary Information, documents, software, discs, diskettes, tapes, and any other form of media, copies of any of the above, microcomputer systems, computer terminals, modems, other hardware, telephones, credit cards, and/or company automobile.

E. Arbitration

All disputes and differences of any nature arising out of this agreement, whether during its term or after expiry thereof or prior termination shall be resolved amicably in the first instance. If the disputes remain unresolved then the same shall be referred to the Sole Arbitrator appointed by **SAMBHAV FOUNDATION**. The arbitration shall be held under Arbitration & Conciliation Act 1996 and statutory modification there to the appointment of sole arbitrator shall be binding upon the parties concerned. The decision of sole arbitrator shall be final on every matter arising hereunder. In spite of the fact that the sole arbitrator may be known to **SAMBHAV FOUNDATION**, the parties hereby agrees to their appointment as the Arbitrator without any reservation. It is further agreed that the fact the sole arbitrator may have occasion to deal with any matter related to this agreement either before or after its execution or have expressed opinion in similar matter earlier, shall not disqualify him from acting as Arbitrator. The arbitrator shall be eligible to decide legal matters also. The venue of arbitration shall be Bangalore only.

F. Jurisdiction

Subject to above arbitration clause, the jurisdiction in the matter shall be subject to the courts of Bangalore only.

G. Miscellaneous

1. Having a mutual understanding of the aims and values of both parties, each organization will endeavor to undertake no action, which could be to the detriment of any party in terms of professional integrity, high ethical standards and industry reputation.
2. Independent Contractor: - **SAMBHAV FOUNDATION** and **You** are independent entities. Nothing in this Agreement will be construed as creating an employer-employee relationship, partnership or joint venture, as a guarantee of future employment or projects, as a limitation upon Parties' sole discretion to terminate this Agreement at any time without cause, or as creating an exclusive relationship or minimum commitment.
3. The details for the efficacious implementation of this contract shall be jointly worked between the **SAMBHAV FOUNDATION** and by **You** to mutually acceptable terms within the parameters of the policies, rules and regulations of the **SAMBHAV FOUNDATION**.
4. The parties to this contract undertake to treat as CONFIDENTIAL AND PRIVILEGED information of the other organization, which is so classified in advance. The terms of confidentiality and mode of disclosure shall be as per mutually acceptable terms.

H. Termination

Termination of contract by either party shall be 15 days' notice. However, notwithstanding the notice of the intent to terminate the contract, all rights, obligations and corresponding duties and subsisting therein shall be respected and mandated till the finalization and accomplishment thereof.

- If **SAMBHAV FOUNDATION** finds that your actions are not fulfilling this contract at any time constitutes a serious breach of **SAMBHAV FOUNDATION** standards of behaviour, **SAMBHAV FOUNDATION** may end this contract and terminate the contract immediately with a written notice stating the breach committed.
- The contract can be renewed on mutually agreed terms during the contract period otherwise the contract will end on **March 31, 2024.**

Yours Sincerely,
for **Sambhav Foundation**

Accepted

Gayathri Shanker
Head – People & Culture

AHRAR RONGA

APPENDIX

Compensation & Benefits:

1. All entitlements given below are applicable after you have joined Sambhav Foundation. The entitlements are subject to company policies / procedures / guidelines that may be issued / modified from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
2. These entitlements shall cease upon the termination of your employment with Sambhav Foundation. These entitlements may also cease if you need to take long-termed personal leave of absence. You will need to check with your local HR team for details.
3. **SAMBHAV FOUNDATION** will pay a sum of INR **25,500/- PM.** These amounts are inclusive of taxes. TDS will be deducted as per statutory norms.
4. **Insurance Coverage**

    - Medical Group Insurance – Rs. 50,000/- per annum (Self).
    - Personal Accidental Insurance – Rs. 5.0 Lakh per annum coverage.

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker

Head – People & Culture

Accepted

AHRAR RONGA

OL No: TN10510 **Date : 10 May 2020**

Dear K SUJANA,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an Academic Counsellor.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

Date of Joining : 18 May 2020

CTC : INR **3,50,000** LPA

Fixed : INR **2,04,000** LPA

Variable : INR **1,46,000** LPA

Target : INR **2,20,000**

Variable shall be based on Targets

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **18 May 2020.**

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

Training Policy

▪ Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.

▪ The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.

▪ During the training period you will receive all the benefits that are entitled for trainees.

▪ At any time if you wish to discontinue due to personal reasons , you will have to follow the company's resignation procedures.

- Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month salary and you can be relieved from the company.

▪ All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.

▪ Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.

▪ You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records,Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

OL No: TN10511 **Date : 10 May 2020**

Dear RAKSHITH K R,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an Academic Counsellor.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

Date of Joining : 18 May 2020

CTC : INR **3,50,000** LPA

Fixed : INR **2,04,000** LPA

Variable : INR **1,46,000** LPA

Target : INR **2,20,000**

Variable shall be based on Targets

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **18 May 2020.**

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH

14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102

Mob: +91 90190 30545 hr@teachnook.com

Training Policy

▪ Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.

▪ The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.

▪ During the training period you will receive all the benefits that are entitled for trainees.

▪ At any time if you wish to discontinue due to personal reasons , you will have to follow the company's resignation procedures.

- Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month salary and you can be relieved from the company.

▪ All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.

▪ Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.

▪ You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

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- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records,Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

March 12, 2020
FAHRAAZ AHMED
Bengaluru

Dear **FAHRAAZ AHMED**,

Sub: Provisional Offer letter (hereinafter "Offer Letter") for the position of Sales Executive.

Kindly refer to your job application with Paytm Services Private Limited, we are happy to offer you the position of **Sales Executive** in **Grade-SG01A** in our Company on the following terms and conditions:

1. Your Total Fixed CTC is Rs. **4,40,223**/- per annum (encl. annexure A.) This is the total cost to Company and all necessary taxes will be deducted at source along with all statutory deductions. If you are covered under the Provident Fund Scheme, then the employer contribution to the provident fund shall be met out of the above said salary.

2. Performance Linked Incentive (PLI) is completely based on performance and sales target achieved by employee's and basis company's requirement, reimbursement can also be provided to you. These are awards which may be withdrawn anytime upon company's discretion.

3. You will be governed by the Company's Personnel Policy, Code of Conduct, Non-Disclosure Agreement and all other Company policies as applicable to you from time to time.

4. You will be expected to join duty on **March 15, 2020** the Business hours begins from 9.30 A.M. onwards. You are requested to meet **Manjunath N**, Contact No. **9606624783** for your joining formalities. In case of any further issues, escalation, support or feedback, please write to Distribution.Helpdesk@paytm.com , our team will reach out to you on priority.
5. You shall be initially deputed at **Bengaluru**. The Company may at its sole discretion, change your job role & job location intimating to you in advance based on business requirement.

6. The company observes a 6 day work week and you should inform your non availability in advance. Any absence for consecutive 3 days without prior approval will be treated as un-authorized absence from the work and Company has the right to terminate your engagement and take necessary legal action against you.

7. During your period of engagement with the Company, we do not allow any direct or indirect association by you with any other company/person/entity whatsoever, such as agent, consultant and other business association under Dual employment policy and code of conduct. In case of any breach company has right to take disciplinary action including legal/police action.

8. The Company does not promote and hire relatives in the Company, members of a personal immediate family (defined as parents, children, spouse and siblings and other relatives) however such cases can be considered as case to case basis at times with certain condition and prior approval.

9. In additions to the terms contained herein, your relationship with Paytm Services may be subject to such other additional terms and condition as may be communicated to you time to time by Paytm Services.

10. This offer is subject to successful clearance of your background check which Company may do pre or post your joining and in case of any negative report the Company may take any necessary action which may also lead to termination.

11. This is a fixed term employment agreement between you and the Company. This one year employment agreement may be considered for an extension at the sole discretion of the Company.

12. A detailed brief on KRAs and scope of work will be given to you on joining.

13. You shall be on probation for a period of six (6) months. During this period, your performance shall be subject to review. In case your performance is not considered satisfactory, the probation could be extended for such duration as determined by the management. During or at the end of the probation period, management shall have the right to dispense with your services without any notice or assigning any reason thereof and without paying any compensation or separation benefits thereof.

14. Notwithstanding any of the clauses of this letter, the management reserves the right to terminate this engagement without giving any notice or assigning any reasons whatsoever during your probation period. You will be at liberty to resign from the services during probation period after giving 15 Days' notice in writing or subject to written approval from HR department on payment of equivalent salary. After confirmation in writing / successful completion of your probation period, management reserves the right to terminate this engagement after giving you 1 month notice or salary in lieu thereof without assigning any reason thereof. Similarly, you will be at liberty to resign from the services after giving 1 month notice in writing or subject to written approval from HR department on payment of equivalent salary to the organization in lieu thereof for the un-expired period of notice. During your notice period you shall not take any leave whether due to you or not without prior sanction. Any request for relieving from work before completion of notice period, would be subject to availability of alternate resource for taking proper handover of the work from you. Any unprofessional behavior or lackadaisical attitude during notice period will result in termination of your services.

15. Notwithstanding the preceding clause, your engagement may be terminated 'for cause' at any time without any notice. For the purpose of this agreement termination 'for cause' includes, but is not limited to, any of the following: (i) theft (ii) falsification of time or other employment records (iii) dishonest act(s) (iv) negligence (v) incompetence (vi) insubordination (vii) failure of follow work rules and policies (viii) excessive absenteeism or tardiness (ix) disloyalty (x) lack of clients, work or business.

16. A detailed engagement letter will be issued to you on your joining and your terms of the engagement with the Company shall be detailed out in such engagement letter.

17. Please confirm your acceptance of this Offer Letter by email within the next two working days, failing which this offer will automatically stand withdrawn.

18. Within three days of accepting our offer you are required to send us the copy of your resignation letter duly accepted by your current organization failing which company reserves its right to withdraw this offer letter. This letter has been issued to you on the understanding that there is nothing in your past record which should have prevented our Company to offer you this employment contract. If, however, it is found that your past record is

objectionable or if you have willfully suppressed any material, information or if any declaration given by you to the Company is false, in such a case, then this Offer Letter may be withdrawn by the Company without any notice or compensation in lieu thereof.

19. You are requested to carry the following documents in original at the time of joining for verification and a copy of the same for submission.

a. High School and Senior Secondary Certificates and Mark sheets
b. Graduation / Post Graduation certificate(s) along with mark sheets
c. Experience certificate and salary slip from last employer.
d. Blood Group.
e. Relieving certificate from last employer.
f. 3 Passport Size Photographs.
g. Form 16 from last employer.
h. Photo Identity Proof.
i. PAN Number.
j. Aadhaar Card

20. Your employment and salary processing is subject to timely submission, validation and completion of joining forms / documents / proofs and background verification clearance.

21. We as a Company do not charge any fee/amount for hiring and also do not ask any agency engaged by us for the same.

22. Without Prejudice, please note that the Company reserves its right to withdraw this offer made to you before receipt of your acceptance of the same, without providing any reason to you.

23. It is your responsibility to communicate in writing to Company about any changes in your following mode of communications, as and when required. a. Contact Number/Mobile Number. b. Residential Address.
c. Personal E-mail ID

24. The courts at New Delhi shall have sole and exclusive jurisdiction over any disputes arising under this Offer Letter.

Your employment agreement at Paytm Services will be subject to ratification of the above.

We look forward to welcoming you aboard the Paytm Services team.

Best regards,

Kirti Sharma
Human Resources
Paytm Services Private Limited

Annexure A

CTC Structure		
Salary Components	**Monthly (Rs.)**	**Yearly (Rs.)**
Basic	10100	121200
House Rent Allowance	5050	60600
Special Allowance	1710	20525
Statutory Bonus	2300	27600
Gross Salary	**19160**	**229925**
PF (Employer)	1693	20319
ESIC (Employer)	623	7473
Medical Insurance Premium	209	2508
Monthly CTC	**21685**	**260223**
Variable		
Performance Linked Incentive (PLI)*	15000	180000
Total Salary (Gross CTC)	**36685**	**440223**

'* Medical Insurance premium rate is subject to change
'* Employee contribution for PF & ESIC shall also be deducted from your Gross salary only '*
Performance Linked Incentive (PLI): PLI will be subject to the sales target Vs achievement by employee's. This will be paid on monthly basis.
'* FairDay Attendance will be applicable as per policy.

CM818MBA013

28th November 2019

To,
Mr.Jilani Bhathara
Tel.No.8050242865

Dear Jilani,

This has reference to the interview and discussions you had with us. We are pleased to appoint you as "Management Trainee".You would be on probation for a one year. On successful completion of probation period your services would be confirmed and you would be re-designated as "Career Development Executive".

Find below your compensation details

		(Amount in Rupees.)		
Particulars		**Per Month**		**Per Annum**
Basic Salary	:	24,000		2,88,000
House Rent Allowance	:	3,000		36,000
Additional HRA	:	6,000		72,000
Transport Allowance	:	2,000		24,000
Telephone Allowance	:	1,000		12,000
Daily Travel Reimbursement (Only for the days of field work @ Rs.150/-)	:	3,000		36,000
Performance Incentive (Payable based on the achievement of Monthly targets)	:	15,000		1,80,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	:	2,500		30,000
Total Rs: Six Lakhs Seventy Eight Thousand Only pa.	**:**	**56,500**		**6,78,000**

Regards,
Jaro Education

Sushant Mallya
General Manager – Human Resource

I agree to the above and attached terms & conditions _____Dated_____

OFFER LETTER

Dear JITHIN KUMAR

Date: June 24, 2019

This contract is made on June 24 2019 between **Sambhav Foundation** (**Sambhav**) Charitable Trust having its office at No 128, 2nd main, 2nd cross, Nagarabhavi Main road, Canara bank Colony, Bangalore - 560072 and **JITHIN KUMAR**

It is agreed that **SAMBHAV FOUNDATION** will hire your services as **Trainer - Digital Marketing** at **Bangalore**

A. Assignment details

B. You will be currently associated with the **Vodafone** but Your role will be defined time to time and you will report to your .

C. Terms of the contract

- The contract shall begin on June 24 2019.
- As agreed you need to fulfill the terms of the contract and will play the role which will be defined from time to time.
- The Payment will be made within 5 days on raising an invoice with a status update on the work completed as per given assignment and approved by your senior of SAMBHAV FOUNDATION as spelt out in the contract.
- The above scope of work is indicative. Any changes to the scope of work will be communicated and the same has to be delivered within the contract duration.

D. Proprietary Information Agreement

You will be contracted by **SAMBHAV FOUNDATION** in a capacity in which **SAMBHAV FOUNDATION** will or may receive confidential information, which is of value to **SAMBHAV FOUNDATION**. Therefore, agree to abide by the following terms and conditions

This contract creates a relationship of confidence and trust between you and **SAMBHAV FOUNDATION** 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".

i. Proprietary Information includes without limitation:
   - Training content, **SAMBHAV FOUNDATION**'s database, marketing and sales plans, product development plans, competitive analyses, benchmark test results, business and financial plans or forecasts, non-public financial information, agreements, and customer and employee lists of **SAMBHAV FOUNDATION**.
   - Any information or material not described above which relates to **SAMBHAV FOUNDATION** inventions. "Know-how", purchasing, accounting, merchandising, or licensing. Any information of the type described above which **SAMBHAV FOUNDATION** has a legal obligation to treat as confidential, or which **SAMBHAV FOUNDATION** treats as proprietary or designates as confidential, whether or not owned or developed by **SAMBHAV FOUNDATION.**

ii. At all times, both during and after your contract with **SAMBHAV FOUNDATION**, **You** will hold Proprietary Information in confidence. You will not use, transfer, publish, disclose, or report Proprietary Information directly or indirectly, except such disclosure to other **SAMBHAV FOUNDATION** employees or authorized third parties as may be necessary in the ordinary course of

performing your duties for **SAMBHAV FOUNDATION** or otherwise as directed by **SAMBHAV FOUNDATION**.

iii. You agree that you have not brought any proprietary information of a former employer to **SAMBHAV FOUNDATION** and that you will not use any proprietary information of a former employer in the performance of your work with **SAMBHAV FOUNDATION** unless you have written authorization from your former employer.

iv. You will promptly disclose to **SAMBHAV FOUNDATION** all ideas, processes, inventions, modification, and improvements (collectively referred to as "Inventions") relating to any work or business carried on by **SAMBHAV FOUNDATION**, conceived by you alone or with others during the term of yours contract, whether or not conceived during regular business hours.

v. All such Inventions shall be the sole and exclusive property of **SAMBHAV FOUNDATION**. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to **SAMBHAV FOUNDATION**; and (b) all documents required to obtain a patent, register a copyright, or enforce **SAMBHAV FOUNDATION** rights in such Inventions. These obligations shall continue beyond the termination of employment with respect to Inventions you conceive or make during the period of yours contract

vi. You will not during the contract with **SAMBHAV FOUNDATION** carry on either alone or in partnership or be directly or indirectly employed or concerned in any business undertaking other than that of **SAMBHAV FOUNDATION**, except as a shareholder in a public quoted company unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**. Further, you will not accept gifts, entertainment or other favors from persons or bodies with which **SAMBHAV FOUNDATION** has business dealings unless you have obtained the previous written consent of **SAMBHAV FOUNDATION**

vii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** and upon **SAMBHAV FOUNDATION** request reaffirm. **You** recognition of the importance of maintaining the confidentiality of **SAMBHAV FOUNDATION** Proprietary Information and reaffirms all of the obligations set forth in this Agreement.

viii. You shall upon termination of your contract with **SAMBHAV FOUNDATION** return all property belonging to **SAMBHAV FOUNDATION**, including without limitation all Proprietary Information, documents, software, discs, diskettes, tapes, and any other form of media, copies of any of the above, microcomputer systems, computer terminals, modems, other hardware, telephones, credit cards, and/or company automobile.

E. Arbitration

All disputes and differences of any nature arising out of this agreement, whether during its term or after expiry thereof or prior termination shall be resolved amicably in the first instance. If the disputes remain unresolved then the same shall be referred to the Sole Arbitrator appointed by **SAMBHAV FOUNDATION**. The arbitration shall be held under Arbitration & Conciliation Act 1996 and statutory modification there to the appointment of sole arbitrator shall be binding upon the parties concerned. The decision of sole arbitrator shall be final on every matter arising hereunder. In spite of the fact that the sole arbitrator may be known to **SAMBHAV FOUNDATION**, the parties hereby agrees to their appointment as the Arbitrator without any reservation. It is further agreed that the fact the sole arbitrator may have occasion to deal with any matter related to this agreement either before or after its execution or have expressed opinion in similar matter earlier, shall not disqualify him from acting as Arbitrator. The arbitrator shall be eligible to decide legal matters also. The venue of arbitration shall be Bangalore only.

F. Jurisdiction

Subject to above arbitration clause, the jurisdiction in the matter shall be subject to the courts of Bangalore only.

G. Miscellaneous

1. Having a mutual understanding of the aims and values of both parties, each organization will endeavor to undertake no action, which could be to the detriment of any party in terms of professional integrity, high ethical standards and industry reputation.
2. Independent Contractor: - **SAMBHAV FOUNDATION** and **You** are independent entities. Nothing in this Agreement will be construed as creating an employer-employee relationship, partnership or joint venture, as a guarantee of future employment or projects, as a limitation upon Parties' sole discretion to terminate this Agreement at any time without cause, or as creating an exclusive relationship or minimum commitment.
3. The details for the efficacious implementation of this contract shall be jointly worked between the **SAMBHAV FOUNDATION** and by **You** to mutually acceptable terms within the parameters of the policies, rules and regulations of the **SAMBHAV FOUNDATION**.
4. The parties to this contract undertake to treat as CONFIDENTIAL AND PRIVILEGED information of the other organization, which is so classified in advance. The terms of confidentiality and mode of disclosure shall be as per mutually acceptable terms.

H. Termination

Termination of contract by either party shall be 15 days' notice. However, notwithstanding the notice of the intent to terminate the contract, all rights, obligations and corresponding duties and subsisting therein shall be respected and mandated till the finalization and accomplishment thereof.

- If **SAMBHAV FOUNDATION** finds that your actions are not fulfilling this contract at any time constitutes a serious breach of **SAMBHAV FOUNDATION** standards of behaviour, **SAMBHAV FOUNDATION** may end this contract and terminate the contract immediately with a written notice stating the breach committed.
- The contract can be renewed on mutually agreed terms during the contract period otherwise the contract will end on **March 31, 2024.**

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker
Head – People & Culture

Accepted

JITHIN KUMAR

APPENDIX

Compensation & Benefits:

1. All entitlements given below are applicable after you have joined Sambhav Foundation. The entitlements are subject to company policies / procedures / guidelines that may be issued / modified from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
2. These entitlements shall cease upon the termination of your employment with Sambhav Foundation. These entitlements may also cease if you need to take long-termed personal leave of absence. You will need to check with your local HR team for details.
3. **SAMBHAV FOUNDATION** will pay a sum of INR **25,500/- PM.** These amounts are inclusive of taxes. TDS will be deducted as per statutory norms.
4. **Insurance Coverage**

    - Medical Group Insurance – Rs. 50,000/- per annum (Self).
    - Personal Accidental Insurance – Rs. 5.0 Lakh per annum coverage.

Yours Sincerely,
for **Sambhav Foundation**

Gayathri Shanker

Head – People & Culture

Accepted

JITHIN KUMAR

CMS18MBA029

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EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

Head	Annual	Monthly
Basic Salary	1,50,000.0	12,500.0
House Rent Allowance (HRA)	60,000.0	5,000.0
Stat Bonus	12,495.0	1,041.25
Conveyance	9,205.0	767.08
Medical	15,000.0	1,250.0
Telephone	12,000.0	1,000.0
Leave Travel Allowance (LTA)	12,500.0	1,041.67
Gross Earning	2,71,200.0	22,600.0
PF Employer Contribution	21,600.0	1,800.0
PF Employee Contribution	21,600.0	1,800.0
Gratuity	7,200.0	600.0
Net Take Home (Varies depending on Taxes)	2,47,200.0	20,600.0
CTC	3,00,000.0	25,000.0

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.

Name: Karan Gupta G

Address: #, Postal Colony, Netaji Takes,
Kurnool, N R Peta Kal, Kurnool,
Andhra Pradesh - 518004,
India

Dear Karan Gupta G ,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Friday 02 April 2021**

On the first day of the employment, please report to:

Company Address: JoulestoWatts Business Solutions Pvt Ltd,
6th Floor,Vasawani Presidio,Panathur Main Road,
India

Reporting Time : 9.00 AM

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only).**

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

JoulestoWatts Business Solutions Pvt. Ltd
SJR I Park,Tower 4 Ground floor
Opposite to SatyaSai Hospital
EPIP Zone,Whitefield
Bangalore-560066

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

Candidate Signature

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

24th September 2020

Nikhil R
Bangalore

Dear **Nikhil R**,

On behalf of Clearsharp Technology Private Limited ("Clearsharp"), we are pleased to offer you a **Operations** position with a CTC 3.5 LPA.

You'll be joining a fast-growing start-up and help in accelerating our trajectory: Our joint mission is building a very meaningful company which has a deep impact in the ways Individuals and Businesses approach financial aspects.

The work will be challenging, with tremendous opportunity to grow and learn.

Clearsharp will succeed or fail depending on your efforts, ingenuity, willpower, resourcefulness and willingness to go much further beyond the ordinary. Much work and exciting times lie ahead of us.

As an employee of Clearsharp it is likely that you will work on confidential and or proprietary information related to the operations, products and services of Clearsharp and its clients. To protect the interests of both Clearsharp and its clients, all employees are required to read and sign an Employment Agreement prior to beginning of employment.

Both the employee and the employer must give an advance **30 days** prior written notice before terminating the employment. Your signature at the end of this letter confirms that the conditions of your employment.

This offer is contingent on Clearsharp verifying the accuracy of the information provided by you. with regard to this, you authorize Clearsharp to investigate your references, work records, education and other matters pertaining to your employment and background.

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.

To accept this offer, please sign this letter in the space provided below and return it to the recruiting team. A second copy has been provided for you to keep for your records. This offer will remain valid until **26th September 2020.**

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

We look forward to your joining us and hope that you find your employment with Clearsharp enjoyable and professionally rewarding.

On behalf of the entire Clearsharp Team,

Vishnu Iruvanti

Authorized signatory

I accept this offer of employment with Clearsharp and agree to the terms and conditions outlined in this letter.

Signature Date

Planned Start Date

ClearsharpTechnology Private Limited CIN No.
U72200DL2011PTC218497 2A, Ground Floor, AMR
Tech Park Hosur Main Road Hongasandra,
Benguluru -560068 ctsanjaygupta@gmail.com +91-
99581-82248

Letter of Offer

20th April 2020

PRIYANKA B SHETTY
Bangalore

RE: Letter of offer of employment

Dear Ms. PRIYANKA B., SHETTY,

This refers to your application for employment with Infynix Data Services Pvt Ltd and your subsequent interview for the same. We are pleased to offer you anemployment with Infynix Data Services Pvt Ltd as a Business Development Executive at our **Bangalore** office.

Joining Date and Salary

You are required to report to duty on **25th April 2020.** Your yearly CTC on joining Infynix Data Services Pvt Ltd. is **Rs.3,00,000**. The break-up of your salary is given in Annexure1.

Training & Probation Period, Confirmation

You shall serve a probationary period of 3 months from the date of joining. Upon your satisfactory completion of the probation, you shall be confirmed in the permanent establishment of the company. The company reserves the right to either extend the probationary period or terminate your employment, in the event that your performance is not up to the expectation.

Place of work and mobility

You shall be currently based in Bangalore but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India. You will be governed automatically by the rules and regulations and terms and conditions applicable to the new assignment.

Non-Disclosure and Intellectual Property Rights

As a condition of your employment, you will be required to sign the Company's standard form of employee nondisclosure and intellectual property assignment agreement at the time of your joining.

The company retains ownership of the intellectual property rights relating to copyrights concerning work undertaken while in the employment of the company.

Termination & Notice period

Termination by the company

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause' shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2)

conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the Employee; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of 7 days or more consecutive days without due consent or notifying your superior officer; (7) providing any false information to the company;

Without Cause: In the event that the employment is terminated without Cause, the Employee will be provided with a 60 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 60 days, calculated on the basis of the last gross salary.

Resignation by Employee:

If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. This clause will be applicable only after successful completion of probation. During probation period prior notice of 15 days is required. In case you resign within three months of your joining, training cost incurred by the organization to an extent of Rs. 15000 would be recovered from you

In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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 part of the notice period.

Background Check

The company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished false information or have concealed/suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

Company Properties in your possession

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

Professional Commitment:

All employees are required to comply with Company policies, which shall be communicated to you shortly. These include those related to nondiscrimination, sexual harassment, confidentiality and non-disclosure, board memberships and inside information. Such Company policies shall be available with the HR Department and you are expected to keep yourself apprised of the same from time to time.

Rules & Regulations

Your work in the company will be subject to the policies, rules and regulations of the Company, as promulgated and modified from time to time in relation to your conduct, employment and all other matters. In addition to the above, all other policies, rules and regulations as maybe in operation at the time of your accepting the appointment with the company as maybe amended or altered from time to time at the discretion of the Company will apply to you.

Acceptance

Please sign the copy of this letter indicating your acceptance to the offer of employment and send it to us at the earliest possible. If we do not hear from you within 1 day from the date of this letter, we shall assume that you do not wish to take up the company's offer of employment and our offer will lapse.

We look forward to your joining Infynix Data Services Pvt Ltd for a long and successful association.

Regards,

Hema Pramod
HR

I hereby agree to and accept the terms of employment offer and shall report for duty on the 25 April 2020

Signature:

PRIYANKA B SHETTY
Date:20/04/2020

Annexure 1

Name: PRIYANKA B SHETTY

Salary Components	Monthly	Yearly
Basic (A)	15,100	1,81,200
HRA	3,811	45,733
Gross Salary (B)	**18,911**	**2,26,933**
Statutory Bonus **(C)**	1,248	14,980
ESI – Employer	615	7,375
Gratuity	726	8,712
Total Retirement Benefits & Employee Benefits (F)	1,341	16,087
Cost To Company (CTC) (B+C+F)	**21,500**	**2,58,000**
Cafeteria	1,500	18,000
Employee Welfare (including Personal Accident Insurance & Group Medical Insurance)	2,000	24,000
Total Benefits (H)	3,500	42,000
Total Cost To Company (TCTC) (B+C+F+H)	25,000	3,00,000
ESI – Employee	142	1,702
PT	200	2,400
Total Deferred Benefits / Deductions (G)*	**342**	**4,102**
Net Salary (B- G)	**18,569**	**2,22,831**
Income Tax Applicable As per Government Regulations		

*Your Gross Salary will be reduced by this amount.

- Statutory bonus is as per bonus act..
- Employee welfare is the amount which company spends on employee recreation and welfare.
- Please note You will be eligible for bi-annual appraisals. You will be considered for your first hike in the nearest appraisal cycle provided you have completed more than 3 months stay in the organization. Please note, hike will be for the prorated period and will be effective from the following month of 6-month completion. In case the stay is less than or equal to 3 months, you will be considered in the subsequent appraisal cycle and the hike effective date will be either 1-Jan or 1-Jul as may be the case and the hike will be for the total period
- Employee will be eligible for Term Life Insurance Self (Rs 7.5 Lacs) and Personal Medical Insurance Self (Rs. 2 Lacs) cover. Employee name will be added in the insurance policy after 45 days from the date of joining.
- Cafeteria Subsidy is the amount that the company spends on employee's food (Lunch and Snacks)
- CTC- Annual Cost to Company

Deductions

There will be deductions in the salary as per the Government regulations.

Corporate Office: Careernet Technologies Pvt. Ltd., Plot No.53, Kariyammana Agrahara Road, Devarabeesanahalli, Outer Ring Road, Bellandur Post, Bengaluru 560103
Ph: 080 6656 0000
www.careernet.in

Broadridge Financial Solutions (India)
Private Limited
Registered Office:
Survey No. 64 (Adjacent to Cyber Towers)
Hi-TecCityMadhapurSerilingampallMandal
Ranga Reddy District, Telangana
CIN: U74999TG2007PTC052368

B +91 40 6627 8000, 4432 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

October 22, 2020

Dear Sripriya S P,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Process Analyst
Grade:	G1L1
Date of Joining:	On or before October 26, 2020
Compensation:	Gross compensation of Rs.249,200/- (Rupees Two lakhs forty nine thousand and two hundred only) per year including 12% variable performance bonus linked to your and company's performance. Details are attached.
Training Period:	On your acceptance of this offer, you will be required to undergo a training/on the Job learning program. This training/on the Job learning program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and during the course of your employment.
Service Agreement:	You are required to serve the organization for a minimum period of 01 years from the date of joining. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, or any damages in accordance with the provisions contained in the detailed Employment Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination other than on disciplinary grounds / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

_____

Sripriya S P

Broadridge

Details Of Salary

Name : Sripriya S P

Position : Process Analyst, G1L1

	Rs. / pm	Rs.
A. Monthly Salary		
• Basic Salary	9,584	
• House Rent Allowance (40% of Basic Salary)	3,834	
• Flexible Benefits	1898	15,316
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1,150	
• Gratuity	461	
• E.S.I (3.25% of Monthly Gross)	498	2,109
Gross Monthly Salary		17,425
Total Yearly Salary		209,100
Bonus (Variable linked to Company's and individual's performance up to 12% of Yearly Salary)		25,100
ZETA Card		15,000
Gross Yearly Compensation		249,200

Broadridge Financial Solutions (India)
Private Limited
Registered Office:
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Hi-TecCityMadhapurSerilingampallMandal
Ranga Reddy District, Telangana
CIN: U74999TG2007PTC052368

B +91 40 6627 8000, 4432 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

October 22, 2020

Dear Srivathsa K N,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Process Analyst
Grade:	G1L1
Date of Joining:	On or before October 26, 2020
Compensation:	Gross compensation of Rs.249,200/- (Rupees Two lakhs forty nine thousand and two hundred only) per year including 12% variable performance bonus linked to your and company's performance. Details are attached.
Training Period:	On your acceptance of this offer, you will be required to undergo a training/on the Job learning program. This training/on the Job learning program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and during the course of your employment.
Service Agreement:	You are required to serve the organization for a minimum period of 01 years from the date of joining. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, or any damages in accordance with the provisions contained in the detailed Employment Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination other than on disciplinary grounds / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

_____

Srivathsa K N

Broadridge

Details Of Salary

Name : Srivathsa K N

Position : Process Analyst, GIL1

	Rs. / pm	Rs.
A. Monthly Salary		
• Basic Salary	9,584	
• House Rent Allowance (40% of Basic Salary)	3,834	
• Flexible Benefits	1898	15,316
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1,150	
• Gratuity	461	
• E.S.I (3.25% of Monthly Gross)	498	2,109
Gross Monthly Salary		17,425
Total Yearly Salary		209,100
Bonus (Variable linked to Company's and individual's performance up to 12% of Yearly Salary)		25,100
ZETA Card		15,000
Gross Yearly Compensation		249,200

March 12, 2020
ASHITHA M
Bengaluru

Dear **ASHITHA M**,

Sub: Provisional Offer letter (hereinafter "Offer Letter") for the position of Sales Executive.

Kindly refer to your job application with Paytm Services Private Limited, we are happy to offer you the position of **Sales Executive** in **Grade-SG01A** in our Company on the following terms and conditions:

1. Your Total Fixed CTC is Rs. **260223**/- per annum (encl. annexure A.) This is the total cost to Company and all necessary taxes will be deducted at source along with all statutory deductions. If you are covered under the Provident Fund Scheme, then the employer contribution to the provident fund shall be met out of the above said salary.

2. Performance Linked Incentive (PLI) is completely based on performance and sales target achieved by employee's and basis company's requirement, reimbursement can also be provided to you. These are awards which may be withdrawn anytime upon company's discretion.

3. You will be governed by the Company's Personnel Policy, Code of Conduct, Non-Disclosure Agreement and all other Company policies as applicable to you from time to time.

4. You will be expected to join duty on **March 15, 2020** the Business hours begins from 9.30 A.M. onwards. You are requested to meet **Manjunath N**, Contact No. **9606624783** for your joining formalities. In case of any further issues, escalation, support or feedback, please write to Distribution.Helpdesk@paytm.com , our team will reach out to you on priority.
5. You shall be initially deputed at **Bengaluru**. The Company may at its sole discretion, change your job role & job location intimating to you in advance based on business requirement.

6. The company observes a 6 day work week and you should inform your non availability in advance. Any absence for consecutive 3 days without prior approval will be treated as un-authorized absence from the work and Company has the right to terminate your engagement and take necessary legal action against you.

7. During your period of engagement with the Company, we do not allow any direct or indirect association by you with any other company/person/entity whatsoever, such as agent, consultant and other business association under Dual employment policy and code of conduct. In case of any breach company has right to take disciplinary action including legal/police action.

8. The Company does not promote and hire relatives in the Company, members of a personal immediate family (defined as parents, children, spouse and siblings and other relatives) however such cases can be considered as case to case basis at times with certain condition and prior approval.

9. In additions to the terms contained herein, your relationship with Paytm Services may be subject to such other additional terms and condition as may be communicated to you time to time by Paytm Services.

10. This offer is subject to successful clearance of your background check which Company may do pre or post your joining and in case of any negative report the Company may take any necessary action which may also lead to termination.

11. This is a fixed term employment agreement between you and the Company. This one year employment agreement may be considered for an extension at the sole discretion of the Company.

12. A detailed brief on KRAs and scope of work will be given to you on joining.

13. You shall be on probation for a period of six (6) months. During this period, your performance shall be subject to review. In case your performance is not considered satisfactory, the probation could be extended for such duration as determined by the management. During or at the end of the probation period, management shall have the right to dispense with your services without any notice or assigning any reason thereof and without paying any compensation or separation benefits thereof.

14. Notwithstanding any of the clauses of this letter, the management reserves the right to terminate this engagement without giving any notice or assigning any reasons whatsoever during your probation period. You will be at liberty to resign from the services during probation period after giving 15 Days' notice in writing or subject to written approval from HR department on payment of equivalent salary. After confirmation in writing / successful completion of your probation period, management reserves the right to terminate this engagement after giving you 1 month notice or salary in lieu thereof without assigning any reason thereof. Similarly, you will be at liberty to resign from the services after giving 1 month notice in writing or subject to written approval from HR department on payment of equivalent salary to the organization in lieu thereof for the un-expired period of notice. During your notice period you shall not take any leave whether due to you or not without prior sanction. Any request for relieving from work before completion of notice period, would be subject to availability of alternate resource for taking proper handover of the work from you. Any unprofessional behavior or lackadaisical attitude during notice period will result in termination of your services.

15. Notwithstanding the preceding clause, your engagement may be terminated 'for cause' at any time without any notice. For the purpose of this agreement termination 'for cause' includes, but is not limited to, any of the following: (i) theft (ii) falsification of time or other employment records (iii) dishonest act(s) (iv) negligence (v) incompetence (vi) insubordination (vii) failure of follow work rules and policies (viii) excessive absenteeism or tardiness (ix) disloyalty (x) lack of clients, work or business.

16. A detailed engagement letter will be issued to you on your joining and your terms of the engagement with the Company shall be detailed out in such engagement letter.

17. Please confirm your acceptance of this Offer Letter by email within the next two working days, failing which this offer will automatically stand withdrawn.

18. Within three days of accepting our offer you are required to send us the copy of your resignation letter duly accepted by your current organization failing which company reserves its right to withdraw this offer letter. This letter has been issued to you on the understanding that there is nothing in your past record which should have prevented our Company to offer you this employment contract. If, however, it is found that your past record is objectionable or if you have willfully suppressed any material, information or if any declaration given by you to the Company is false, in such a case, then this Offer Letter may be withdrawn by the Company without any notice or compensation in lieu thereof.

19. You are requested to carry the following documents in original at the time of joining for verification and a copy of the same for submission.

a. High School and Senior Secondary Certificates and Mark sheets
b. Graduation / Post Graduation certificate(s) along with mark sheets
c. Experience certificate and salary slip from last employer.
d. Blood Group.
e. Relieving certificate from last employer.
f. 3 Passport Size Photographs.
g. Form 16 from last employer.
h. Photo Identity Proof.
i. PAN Number.
j. Aadhaar Card

20. Your employment and salary processing is subject to timely submission, validation and completion of joining forms / documents / proofs and background verification clearance.

21. We as a Company do not charge any fee/amount for hiring and also do not ask any agency engaged by us for the same.

22. Without Prejudice, please note that the Company reserves its right to withdraw this offer made to you before receipt of your acceptance of the same, without providing any reason to you.

23. It is your responsibility to communicate in writing to Company about any changes in your following mode of communications, as and when required. a. Contact Number/Mobile Number.
b. Residential Address.
c. Personal E-mail ID

24. The courts at New Delhi shall have sole and exclusive jurisdiction over any disputes arising under this Offer Letter.

Your employment agreement at Paytm Services will be subject to ratification of the above.

We look forward to welcoming you aboard the Paytm Services team.

Best regards,

Kirti Sharma
Human Resources
Paytm Services Private Limited

Annexure A

CTC Structure		
Salary Components	**Monthly (Rs.)**	**Yearly (Rs.)**
Basic	10100	121200
House Rent Allowance	5050	60600
Special Allowance	1710	20525
Statutory Bonus	2300	27600
Gross Salary	**19160**	**229925**
PF (Employer)	1693	20319
ESIC (Employer)	623	7473
Medical Insurance Premium	209	2508
Monthly CTC	**21685**	**260223**
Variable		
Performance Linked Incentive (PLI)*	15000	180000
Total Salary (Gross CTC)	**36685**	**440223**

'* Medical Insurance premium rate is subject to change
'* Employee contribution for PF & ESIC shall also be deducted from your Gross salary only '*
Performance Linked Incentive (PLI): PLI will be subject to the sales target Vs achievement by employee's. This will be paid on monthly basis.
'* FairDay Attendance will be applicable as per policy.

Broadridge

Broadridge Financial Solutions (India) Private Limited
Registered Office:
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Hi-TecCityMadhapurSerilingampallMandal
Ranga Reddy District, Telangana
CIN: U74999TG2007PTC052368

B +91 40 6627 8000, 4432 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

October 22, 2020

Dear Chetan Varma,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Process Analyst
Grade:	G1L1
Date of Joining:	On or before October 26, 2020
Compensation:	Gross compensation of Rs.249,200/- (Rupees Two lakhs forty nine thousand and two hundred only) per year including 12% variable performance bonus linked to your and company's performance. Details are attached.
Training Period:	On your acceptance of this offer, you will be required to undergo a training/on the Job learning program. This training/on the Job learning program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and during the course of your employment.
Service Agreement:	You are required to serve the organization for a minimum period of 01 years from the date of joining. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, or any damages in accordance with the provisions contained in the detailed Employment Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination other than on disciplinary grounds / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

_____

Chetan Varma

Broadridge

Details Of Salary

Name : Chetan Varma

Position : Process Analyst, G1L1

	Rs. / pm	Rs.
A. Monthly Salary		
• Basic Salary	9,584	
• House Rent Allowance (40% of Basic Salary)	3,834	
• Flexible Benefits	1898	15,316
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1,150	
• Gratuity	461	
• E.S.I (3.25% of Monthly Gross)	498	
		2,109
Gross Monthly Salary		17,425
Total Yearly Salary		209,100
Bonus (Variable linked to Company's and individual's performance up to 12% of Yearly Salary)		25,100
ZETA Card		15,000
Gross Yearly Compensation		249,200

OL No: TN10512 **Date : 10 May 2020**

Dear SHRADDHA N SHETTY,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an Academic Counsellor.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

Date of Joining : 18 May 2020

CTC : INR **3,50,000** LPA

Fixed : INR **2,04,000** LPA

Variable : INR **1,46,000** LPA

Target : INR **2,20,000**

Variable shall be based on Targets

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **18 May 2020.**

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH

14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102

Mob: +91 90190 30545 hr@teachnook.com

Training Policy

▪ Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.

▪ The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.

▪ During the training period you will receive all the benefits that are entitled for trainees.

▪ At any time if you wish to discontinue due to personal reasons , you will have to follow the company's resignation procedures.

- Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month salary and you can be relieved from the company.

▪ All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.

▪ Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.

▪ You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records,Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

OL No: TN10513 **Date : 10 May 2020**

Dear SUJAN A B,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an Academic Counsellor.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

Date of Joining : 18 May 2020

CTC : INR **3,50,000** LPA

Fixed : INR **2,04,000** LPA

Variable : INR **1,46,000** LPA

Target : INR **2,20,000**

Variable shall be based on Targets

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **18 May 2020.**

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH

14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102

Mob: +91 90190 30545 hr@teachnook.com

Training Policy

▪ Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.

▪ The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.

▪ During the training period you will receive all the benefits that are entitled for trainees.

▪ At any time if you wish to discontinue due to personal reasons , you will have to follow the company's resignation procedures.

- Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month salary and you can be relieved from the company.

▪ All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.

▪ Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.

▪ You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records,Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

TEACHNOOK EDUTECH
14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102
Mob: +91 90190 30545 hr@teachnook.com

Letter of Offer

LAKSHMISHREE C N
Bangalore

20th April 2020

RE: Letter of offer of employment

Dear Ms. LAKSHMISHREE C N

This refers to your application for employment with Infynix Data Services Pvt Ltd and your subsequent interview for the same. We are pleased to offer you anemployment with Infynix Data Services Pvt Ltd as a Business Development Executive at our **Bangalore** office.

Joining Date and Salary
You are required to report to duty on **25th April 2020.** Your yearly CTC on joining Infynix Data Services Pvt Ltd. is **Rs.3,00,000**. The break-up of your salary is given in Annexure1.

Training & Probation Period, Confirmation
You shall serve a probationary period of 3 months from the date of joining. Upon your satisfactory completion of the probation, you shall be confirmed in the permanent establishment of the company. The company reserves the right to either extend the probationary period or terminate your employment, in the event that your performance is not up to the expectation.

Place of work and mobility
You shall be currently based in Bangalore but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India. You will be governed automatically by the rules and regulations and terms and conditions applicable to the new assignment.

Non-Disclosure and Intellectual Property Rights
As a condition of your employment, you will be required to sign the Company's standard form of employee nondisclosure and intellectual property assignment agreement at the time of your joining.

The company retains ownership of the intellectual property rights relating to copyrights concerning work undertaken while in the employment of the company.

Termination & Notice period
Termination by the company

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause' shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2)

conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the Employee; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of 7 days or more consecutive days without due consent or notifying your superior officer; (7) providing any false information to the company;

Without Cause: In the event that the employment is terminated without Cause, the Employee will be provided with a 60 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 60 days, calculated on the basis of the last gross salary.

Resignation by Employee:

If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. This clause will be applicable only after successful completion of probation. During probation period prior notice of 15 days is required. In case you resign within three months of your joining, training cost incurred by the organization to an extent of Rs. 15000 would be recovered from you

In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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 part of the notice period.

Background Check

The company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished false information or have concealed/suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

Company Properties in your possession

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

Professional Commitment:

All employees are required to comply with Company policies, which shall be communicated to you shortly. These include those related to nondiscrimination, sexual harassment, confidentiality and non-disclosure, board memberships and inside information. Such Company policies shall be available with the HR Department and you are expected to keep yourself apprised of the same from time to time.

Rules & Regulations

Your work in the company will be subject to the policies, rules and regulations of the Company, as promulgated and modified from time to time in relation to your conduct, employment and all other matters. In addition to the above, all other policies, rules and regulations as maybe in operation at the time of your accepting the appointment with the company as maybe amended or altered from time to time at the discretion of the Company will apply to you.

Acceptance

Please sign the copy of this letter indicating your acceptance to the offer of employment and send it to us at the earliest possible. If we do not hear from you within 1 day from the date of this letter, we shall assume that you do not wish to take up the company's offer of employment and our offer will lapse.

We look forward to your joining Infynix Data Services Pvt Ltd for a long and successful association.

Regards,

Hema Pramod
HR

I hereby agree to and accept the terms of employment offer and shall report for duty on the 25 April 2020

Signature:

LAKSHMISHREE C N
Date:20/04/2020

Annexure 1

Name: LAKSHMISHREE C N

Salary Components	Monthly	Yearly
Basic (A)	15,100	1,81,200
HRA	3,811	45,733
Gross Salary (B)	**18,911**	**2,26,933**
Statutory Bonus **(C)**	1,248	14,980
ESI – Employer	615	7,375
Gratuity	726	8,712
Total Retirement Benefits & Employee Benefits (F)	1,341	16,087
Cost To Company (CTC) (B+C+F)	**21,500**	**2,58,000**
Cafeteria	1,500	18,000
Employee Welfare (including Personal Accident Insurance & Group Medical Insurance)	2,000	24,000
Total Benefits (H)	3,500	42,000
Total Cost To Company (TCTC) (B+C+F+H)	25,000	3,00,000
ESI – Employee	142	1,702
PT	200	2,400
Total Deferred Benefits / Deductions (G)*	**342**	**4,102**
Net Salary (B- G)	**18,569**	**2,22,831**
Income Tax Applicable As per Government Regulations		

*Your Gross Salary will be reduced by this amount.

- Statutory bonus is as per bonus act..
- Employee welfare is the amount which company spends on employee recreation and welfare.
- Please note You will be eligible for bi-annual appraisals. You will be considered for your first hike in the nearest appraisal cycle provided you have completed more than 3 months stay in the organization. Please note, hike will be for the prorated period and will be effective from the following month of 6-month completion. In case the stay is less than or equal to 3 months, you will be considered in the subsequent appraisal cycle and the hike effective date will be either 1-Jan or 1-Jul as may be the case and the hike will be for the total period
- Employee will be eligible for Term Life Insurance Self (Rs 7.5 Lacs) and Personal Medical Insurance Self (Rs. 2 Lacs) cover. Employee name will be added in the insurance policy after 45 days from the date of joining.
- Cafeteria Subsidy is the amount that the company spends on employee's food (Lunch and Snacks)
- CTC- Annual Cost to Company

Deductions

There will be deductions in the salary as per the Government regulations.

Corporate Office: Careernet Technologies Pvt. Ltd., Plot No.53, Kariyammana Agrahara Road, Devarabeesanahalli, Outer Ring Road, Bellandur Post, Bengaluru 560103
Ph: 080 6656 0000
www.careernet.in

March 12, 2020
FAHRAAZ AHMED
Bengaluru

Dear **FAHRAAZ AHMED**,

Sub: Provisional Offer letter (hereinafter "Offer Letter") for the position of Sales Executive.

Kindly refer to your job application with Paytm Services Private Limited, we are happy to offer you the position of **Sales Executive** in **Grade-SG01A** in our Company on the following terms and conditions:

1. Your Total Fixed CTC is Rs. **4,40,223**/- per annum (encl. annexure A.) This is the total cost to Company and all necessary taxes will be deducted at source along with all statutory deductions. If you are covered under the Provident Fund Scheme, then the employer contribution to the provident fund shall be met out of the above said salary.

2. Performance Linked Incentive (PLI) is completely based on performance and sales target achieved by employee's and basis company's requirement, reimbursement can also be provided to you. These are awards which may be withdrawn anytime upon company's discretion.

3. You will be governed by the Company's Personnel Policy, Code of Conduct, Non-Disclosure Agreement and all other Company policies as applicable to you from time to time.

4. You will be expected to join duty on **March 15, 2020** the Business hours begins from 9.30 A.M. onwards. You are requested to meet **Manjunath N**, Contact No. **9606624783** for your joining formalities. In case of any further issues, escalation, support or feedback, please write to Distribution.Helpdesk@paytm.com , our team will reach out to you on priority.
5. You shall be initially deputed at **Bengaluru**. The Company may at its sole discretion, change your job role & job location intimating to you in advance based on business requirement.

6. The company observes a 6 day work week and you should inform your non availability in advance. Any absence for consecutive 3 days without prior approval will be treated as un-authorized absence from the work and Company has the right to terminate your engagement and take necessary legal action against you.

7. During your period of engagement with the Company, we do not allow any direct or indirect association by you with any other company/person/entity whatsoever, such as agent, consultant and other business association under Dual employment policy and code of conduct. In case of any breach company has right to take disciplinary action including legal/police action.

8. The Company does not promote and hire relatives in the Company, members of a personal immediate family (defined as parents, children, spouse and siblings and other relatives) however such cases can be considered as case to case basis at times with certain condition and prior approval.

9. In additions to the terms contained herein, your relationship with Paytm Services may be subject to such other additional terms and condition as may be communicated to you time to time by Paytm Services.

10. This offer is subject to successful clearance of your background check which Company may do pre or post your joining and in case of any negative report the Company may take any necessary action which may also lead to termination.

11. This is a fixed term employment agreement between you and the Company. This one year employment agreement may be considered for an extension at the sole discretion of the Company.

12. A detailed brief on KRAs and scope of work will be given to you on joining.

13. You shall be on probation for a period of six (6) months. During this period, your performance shall be subject to review. In case your performance is not considered satisfactory, the probation could be extended for such duration as determined by the management. During or at the end of the probation period, management shall have the right to dispense with your services without any notice or assigning any reason thereof and without paying any compensation or separation benefits thereof.

14. Notwithstanding any of the clauses of this letter, the management reserves the right to terminate this engagement without giving any notice or assigning any reasons whatsoever during your probation period. You will be at liberty to resign from the services during probation period after giving 15 Days' notice in writing or subject to written approval from HR department on payment of equivalent salary. After confirmation in writing / successful completion of your probation period, management reserves the right to terminate this engagement after giving you 1 month notice or salary in lieu thereof without assigning any reason thereof. Similarly, you will be at liberty to resign from the services after giving 1 month notice in writing or subject to written approval from HR department on payment of equivalent salary to the organization in lieu thereof for the un-expired period of notice. During your notice period you shall not take any leave whether due to you or not without prior sanction. Any request for relieving from work before completion of notice period, would be subject to availability of alternate resource for taking proper handover of the work from you. Any unprofessional behavior or lackadaisical attitude during notice period will result in termination of your services.

15. Notwithstanding the preceding clause, your engagement may be terminated 'for cause' at any time without any notice. For the purpose of this agreement termination 'for cause' includes, but is not limited to, any of the following: (i) theft (ii) falsification of time or other employment records (iii) dishonest act(s) (iv) negligence (v) incompetence (vi) insubordination (vii) failure of follow work rules and policies (viii) excessive absenteeism or tardiness (ix) disloyalty (x) lack of clients, work or business.

16. A detailed engagement letter will be issued to you on your joining and your terms of the engagement with the Company shall be detailed out in such engagement letter.

17. Please confirm your acceptance of this Offer Letter by email within the next two working days, failing which this offer will automatically stand withdrawn.

18. Within three days of accepting our offer you are required to send us the copy of your resignation letter duly accepted by your current organization failing which company reserves its right to withdraw this offer letter. This letter has been issued to you on the understanding that there is nothing in your past record which should have prevented our Company to offer you this employment contract. If, however, it is found that your past record is objectionable or if you have willfully suppressed any material, information or if any declaration given by you to the Company is false, in such a case, then this Offer Letter may be withdrawn by the Company without any notice or compensation in lieu thereof.

19. You are requested to carry the following documents in original at the time of joining for verification and a copy of the same for submission.

a. High School and Senior Secondary Certificates and Mark sheets
b. Graduation / Post Graduation certificate(s) along with mark sheets
c. Experience certificate and salary slip from last employer.
d. Blood Group.
e. Relieving certificate from last employer.
f. 3 Passport Size Photographs.
g. Form 16 from last employer.
h. Photo Identity Proof.
i. PAN Number.
j. Aadhaar Card

20. Your employment and salary processing is subject to timely submission, validation and completion of joining forms / documents / proofs and background verification clearance.

21. We as a Company do not charge any fee/amount for hiring and also do not ask any agency engaged by us for the same.

22. Without Prejudice, please note that the Company reserves its right to withdraw this offer made to you before receipt of your acceptance of the same, without providing any reason to you.

23. It is your responsibility to communicate in writing to Company about any changes in your following mode of communications, as and when required. a. Contact Number/Mobile Number.
b. Residential Address.
c. Personal E-mail ID

24. The courts at New Delhi shall have sole and exclusive jurisdiction over any disputes arising under this Offer Letter.

Your employment agreement at Paytm Services will be subject to ratification of the above.

We look forward to welcoming you aboard the Paytm Services team.

Best regards,

Kirti Sharma
Human Resources
Paytm Services Private Limited

Annexure A

CTC Structure		
Salary Components	**Monthly (Rs.)**	**Yearly (Rs.)**
Basic	10100	121200
House Rent Allowance	5050	60600
Special Allowance	1710	20525
Statutory Bonus	2300	27600
Gross Salary	**19160**	**229925**
PF (Employer)	1693	20319
ESIC (Employer)	623	7473
Medical Insurance Premium	209	2508
Monthly CTC	**21685**	**260223**
Variable		
Performance Linked Incentive (PLI)*	15000	180000
Total Salary (Gross CTC)	**36685**	**440223**

'* Medical Insurance premium rate is subject to change
'* Employee contribution for PF & ESIC shall also be deducted from your Gross salary only '*
Performance Linked Incentive (PLI): PLI will be subject to the sales target Vs achievement by employee's. This will be paid on monthly basis.
'* FairDay Attendance will be applicable as per policy.

28th March 2020

Sub: Offer of employment by Pin Click

Dear **Mahanteshgouda,**

Congratulations and we are very pleased to extend an offer to you to join Pin Click as **"Property Advisor"**, with effect from **10/04/2020**.

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 5.16 LPA is applicable and attached herewith Annexure B.

2. Your initial posting as a Pin Click employee will be at our **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 of its potential employees. Your job offer, therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.

4. You will be in probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your 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 for reasonable cause, at any time with 15 days' notice period or 15 day's salary in lieu thereof. The Company will, however, decide on the treatment and can waive the notice period or accept/pay payment in lieu of notice period or mandate 15day'snotice 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

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071.
Contact No : +91-8047-193000 website :www.pinclick.com
CIN No.U70102KA2015PTC084563

employees, client and partners.

The details of your annual earnings are as **Annexure A**.

ANNEXURE A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Mahanteshgouda**	
	Designation	**Property Advisor**	
	Department	**Sales**	
	Date of Joining	**04th April 2020**	
	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
	Children Education Allowance	2,000	24,000
	Special Allowance	5,940	71,280
	Sub-Total I / Gross Pay	**23,740**	**2,84,880**
B (A-B)	Professional tax	200	2,400
	PF Employer	900	10,800
	Net Salary	**22,640**	**2,71,680**
	Benefits		
C	PF Employee	900	10,800
	Gratuity	360	4,320
	Sub Total II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**25,000**	**3,00,000**
	Performance Enhanced Incentives	**15,000***	**1,80,000***

#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.

(There will be 7 days of training period and an assessment then your payroll will start)
(3000K includes in above annexure for Fuel Expenses & 500 Rs deduction for 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

ManikKinra

Founder & CEO

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071.
Contact No : +91-8047-193000 website :www.pinclick.com
CIN No.U70102KA2015PTC084563

The details of your annual earnings are as **Annexure B**.

ANNEXURE B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Mahanteshgouda**	
	Designation	**Property Advisor**	
	Department	**Sales**	
	Date of Joining	**04th April 2020**	
	C & B CATEGORY	**INR - Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	8,400	1,00,800
	House Rent Allowance	7,000	84,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	7,139	85,668
	Sub-Total I / Gross Pay	**26,589**	**3,19,068**
B (A-B)	Professional tax	200	2,400
	PF Employer	1,008	12,096
	Net Salary	**25,381**	**3,04,572**
	Benefits		
C	PF Employee	1,008	12,096
	Gratuity	403	4,836
	Sub Total II	**1,411**	**16,932**
Total A + C	**Cost to the Company**	**28,000**	**3,36,000**
	Performance Enhanced Incentives	**15,000***	**1,80,000***

#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.
(3000K includes in above annexure for Fuel Expenses & 500 Rs deduction for 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

ManikKinra

Founder & CEO

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071.
Contact No : +91-8047-193000 website :www.pinclick.com
CIN No.U70102KA2015PTC084563

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 regards to his/ her 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 conform 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:_____

Today's Date:_____

Anticipated Start Date: _____

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071.
Contact No : +91-8047-193000 website :www.pinclick.com
CIN No.U70102KA2015PTC084563

CMS18MBA068

The Financial and
Risk business of
Thomson Reuters
is now Refinitiv.

REFINITIV™

PRIVATE AND CONFIDENTIAL

December 22, 2020

Pavan Kalyan MS
Bangalore

Dear Pavan,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Trainee Content Analyst** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Refinitiv Group entity whose name appears on this letterhead **Refinitiv India Shared Services Private Limited** hereinafter referred as **"Company"**.

1. **Commencement Date**

   a. Your employment with the Company commences on **January 4, 2021**.

2. **Initial Position, Work Description, Title Use and Work Base**

   a. Your work base at commencement of your employment will be **Bangalore**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

   b. The Company reserves the right to re-designate or revise your Position or work description at any time by a written notice to you.

   c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. ***Group Company*** means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise

   d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for the benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. **Remuneration**

   a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

   b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company. Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time.Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee ***(Statutory Payments)***. If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. **Probation**

a. Your appointment will be on probation for a period of six months (***Probation Period***). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. **Statutory Benefits**

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum "Terms and Conditions of Employment", and under the relevant policy in force as revised and amended from time to time

6. **Leave**

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum "Terms and Conditions of Employment".

7. **Information Provided By You, Reference Checks, Background Checks**

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

c. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

d. You shall submit to the Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment

8. **Code of Conduct**

a. The Company is part of the Refinitiv group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Refinitiv group of companies. As an employee of a Refinitiv group company you shall uphold the Company's Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, ***Codes***; each a ***Code***).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Human Resources business partner or Company's lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. **Changes to the Terms and Conditions of Employment Applying To You**

You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees

You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. **Confidentiality**

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. **Intellectual Property Rights**

Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as Annexure IV.

12. **Termination**

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days (Notice Period)** or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period. Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment

B. the Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

the Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 9 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. with immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. by a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. by a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. with immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days**.

c. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties. You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. **Company Policies**

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, ***Policies***). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. **Notice Pay Reimbursement (if applicable).**

Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that:

a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in **Bangalore** for all matters arising out of or relating to this Letter.

16. **General**

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

Please return to us a copy of this letter duly signed by you as a token of your acceptance of employment with us on the terms and conditions set out in this letter (and the other relevant documents).

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours Sincerely,
For Refinitiv India Shared Services Private Limited
(a Refinitiv Group Company)

Rakesh Kumar B
Senior Manager - People Function

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Pavan Kalyan MS
Trainee Content Analyst

REFINITIV

Annexure I - Total Rewards (A + B + C + D)

Name : Pavan Kalyan MS
Reporting Manager : Shruthi ChandreGowda

Title : Trainee Content Analyst
Department : CEM

A - Base Pay (Total Fixed Pay)

Particulars/Component:(Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	181,200
Flexible Pay (per annum)	52,056
Provident Fund (12% Basic Salary) (per annum)	21,744
Base Pay (Total Fixed Pay)	**255,000**

B - Variable Pay

Target Production Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in quarterly **Production Incentive Plan**, subject to the criteria of the applicable incentive plan of the company.
- You will be eligible for **Production Incentive Plan**. The details of the same will be shared by your Manager.
- Please note that the payout under this plan will always be according to the applicable matrix of **Production Incentive Plan** as may be revised and circulated by your Manager on Quarterly basis.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any production incentive amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the production incentive amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

C - Statutory Benefit

Gratuity:
You shall be entitled to payment of Gratuity as per the Company Policy and subject to the applicable law.

D - Additional Benefits

Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 50,000 is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times the TFP, subject to limit defined in the Policy Document
Employee's Group Personal accident insurance Policy (GPA)):	IInsurance covers disability (permanent and partial) due to accident
Employees Depository Linked Insurance (EDLI)	Flat Sum Insured: INR. 601,000

*Please refer the Flexi Pay document to understand the terms & conditions.
The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part

For **Refinitiv India Shared Services Private Limited**
(a Refinitiv Group Company)

ACKNOWLEDGED AND AGREED

Rakesh Kumar B
Senior Manager - People Function

Pavan Kalyan MS
Date :

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

Please carry a complete set of documents as specified below:

1. Hard copy / email copy of Refinitiv offer letter shared with you
2. Relieving letter / Resignation Acceptance Letter from the immediate last employer OR Resignation mail (mentioning of last working day from the HR is mandatory)
3. Experience letter from previous employers.
4. Highest Degree Mark sheet and Convocation Certificate (All semester mark sheet).
5. Passport Copies (First and Last page only)
6. Pan card Copy- Mandatory
7. Driving license copy
8. Recent passport size photographs with white background (3 nos)
9. Aadhaar Card Copy - Mandatory, if allotted
10. Details of your Provident Fund and Universal Account Number, if earlier member PF/EPS scheme
11. Bank statement reflecting your present address (if different from your permanent address)

Please note that the Company may ask you to submit additional documents as and when required, especially with respect to the Background screening process.

In the absence of the above listed documents and/or you not reaching the onboarding venue by predefined start time as communicated by your recruiter, your onboarding may be delayed or deferred.

CMS18MBA118

The Financial and
Risk business of
Thomson Reuters
is now Refinitiv.

REFINITIV™

PRIVATE AND CONFIDENTIAL

December 22, 2020

Vishwas D Prasad
Bangalore

Dear Vishwas,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Trainee Content Analyst** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Refinitiv Group entity whose name appears on this letterhead **Refinitiv India Shared Services Private Limited** hereinafter referred as **"Company"**.

1. **Commencement Date**
   a. Your employment with the Company commences on **January 4, 2021.**
2. **Initial Position, Work Description, Title Use and Work Base**
   a. Your work base at commencement of your employment will be **Bangalore**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.
   b. The Company reserves the right to re-designate or revise your Position or work description at any time by a written notice to you.
   c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. ***Group Company*** means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise
   d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for the benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.
3. **Remuneration**
   a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.
   b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company. Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time.Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee ***(Statutory Payments)***. If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. **Probation**

a. Your appointment will be on probation for a period of six months (***Probation Period***). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. **Statutory Benefits**

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum "Terms and Conditions of Employment", and under the relevant policy in force as revised and amended from time to time

6. **Leave**

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum "Terms and Conditions of Employment".

7. **Information Provided By You, Reference Checks, Background Checks**

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

c. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

d. You shall submit to the Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment

8. **Code of Conduct**

a. The Company is part of the Refinitiv group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Refinitiv group of companies. As an employee of a Refinitiv group company you shall uphold the Company's Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, ***Codes***; each a ***Code***).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Human Resources business partner or Company's lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. **Changes to the Terms and Conditions of Employment Applying To You**

You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees

You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. **Confidentiality**

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

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Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as Annexure IV.

12. **Termination**

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days (Notice Period)** or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period. Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment

B. the Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

the Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 9 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. with immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. by a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. by a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. with immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days**.

c. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties. You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

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b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

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Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that:

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16. **General**

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

Please return to us a copy of this letter duly signed by you as a token of your acceptance of employment with us on the terms and conditions set out in this letter (and the other relevant documents).

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours Sincerely,
For Refinitiv India Shared Services Private Limited
(a Refinitiv Group Company)

Rakesh Kumar B
Senior Manager - People Function

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Vishwas D Prasad
Trainee Content Analyst

REFINITIV™

Annexure I - Total Rewards (A + B + C + D)

Name : Vishwas D Prasad | **Title : Trainee Content Analyst**
Reporting Manager : Shruthi ChandreGowda | **Department : CEM**

A - Base Pay (Total Fixed Pay)

Particulars/Component:(Refer Components of the Total Rewards, Terms (a))	Amount INR
Basic (per annum)	181,200
Flexible Pay (per annum)	52,056
Provident Fund (12% Basic Salary) (per annum)	21,744
Base Pay (Total Fixed Pay)	**255,000**

B - Variable Pay

Target Production Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in quarterly **Production Incentive Plan**, subject to the criteria of the applicable incentive plan of the company.
- You will be eligible for **Production Incentive Plan**. The details of the same will be shared by your Manager.
- Please note that the payout under this plan will always be according to the applicable matrix of **Production Incentive Plan** as may be revised and circulated by your Manager on Quarterly basis.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any production incentive amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the production incentive amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

C - Statutory Benefit

Gratuity:
You shall be entitled to payment of Gratuity as per the Company Policy and subject to the applicable law.

D - Additional Benefits

Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 50,000 is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times the TFP, subject to limit defined in the Policy Document
Employee's Group Personal accident insurance Policy (GPA)):	IInsurance covers disability (permanent and partial) due to accident
Employees Depository Linked Insurance (EDLI)	Flat Sum Insured: INR. 601,000

*Please refer the Flexi Pay document to understand the terms & conditions.
The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part

For **Refinitiv India Shared Services Private Limited**
(a Refinitiv Group Company)

ACKNOWLEDGED AND AGREED

Rakesh Kumar B
Senior Manager - People Function

Vishwas D Prasad
Date :

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Dated: 14-Oct-20

Ms. Sharavati M Patil
Dayananda Sagar University, Bengaluru

Subject: Provisional Offer Letter

Dear Sharavati,

We thank you for your interest in exploring career opportunities with Tata AIG General Insurance Company Limited (hereinafter referred as "Tata AIG").

With reference to the selection process, you had with us, we are pleased to offer you a Provisional appointment as Channel Sales Manager at Tata AIG. As a part of Tata AIG's Campus Recruitment – ARISE program, your fixed compensation would be Rs.4,00,000 per annum. You will also be eligible for variable pay under the variable pay program of the Company applicable from time to time. All payments would be subject to prevailing tax laws and statutory deductions.

Your employment with the Company will be established after finalizing all joining formalities as per company policy and this offer is contingent upon the successful completion of your degree. Post that you will be issued appointment letter providing details of your place of posting and department along with detailed terms and conditions of your employment with the Company.

We at Tata AIG are privileged to have you with us and look forward to launching your successful career with us.

Please signify acceptance of this offer by signing and returning this letter to us at Khyati.parikh@tataaig.com. You may get in touch with Khyati Parikh at Khyati.parikh@tataaig.com for any query that you might have related to your employment with the Company.

Sincerely,

For Tata AIG General Insurance Company Limited

Jitesh Bawa
Chief Human Resource Officer

I, Sharavati M Patil, have carefully gone through all the terms and conditions mentioned in this letter. I state and declare that I have fully understood the said terms and conditions and unequivocally hereby accept, agree and confirm the terms and conditions mentioned in the said offer letter.

Name: _____

Signature: _____Date: _____

Letter of Offer

Amogh Radha Krishna Bhat **20th April 2020**

RE: Letter of offer of employment

Dear Mr.Amogh Radh Krishna Bhat

This refers to your application for employment with Infynix Data Services Pvt Ltd and your subsequent interview for the same. We are pleased to offer you anemployment with Infynix Data Services Pvt Ltd as a Business Development Executive at our **Bangalore** office.

Joining Date and Salary
You are required to report to duty on **25th April 2020.** Your yearly CTC on joining Infynix Data Services Pvt Ltd. is **Rs.3,00,000**. The break-up of your salary is given in Annexure1.

Training & Probation Period, Confirmation
You shall serve a probationary period of 3 months from the date of joining. Upon your satisfactory completion of the probation, you shall be confirmed in the permanent establishment of the company. The company reserves the right to either extend the probationary period or terminate your employment, in the event that your performance is not up to the expectation.

Place of work and mobility
You shall be currently based in Bangalore but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India. You will be governed automatically by the rules and regulations and terms and conditions applicable to the new assignment.

Non-Disclosure and Intellectual Property Rights
As a condition of your employment, you will be required to sign the Company's standard form of employee nondisclosure and intellectual property assignment agreement at the time of your joining.

The company retains ownership of the intellectual property rights relating to copyrights concerning work undertaken while in the employment of the company.

Termination & Notice period
Termination by the company

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause' shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2)

conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the Employee; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a periodof 7 days or more consecutive days without due consent or notifying your superior officer; (7) providing any false information to the company;

Without Cause: In the event that the employment is terminated without Cause, the Employee will be provided with a 60 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 60 days, calculated on the basis of the last gross salary.

Resignation by Employee:

If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. This clause will be applicable only after successful completion of probation. During probation period prior notice of 15 days is required. In case you resign within three months of your joining, training cost incurred by the organization to an extent of Rs. 15000 would be recovered from you

In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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 part of the notice period.

Background Check

The company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished false information or have concealed/suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

Company Properties in your possession

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

Professional Commitment:

All employees are required to comply with Company policies, which shall be communicated to you shortly. These include those related to nondiscrimination, sexual harassment, confidentiality and non-disclosure, board memberships and inside information. Such Company policies shall be available with the HR Department and you are expected to keep yourself apprised of the same from time to time.

Rules & Regulations

Your work in the company will be subject to the policies, rules and regulations of the Company, as promulgated and modified from time to time in relation to your conduct, employment and all other matters. In addition to the above, all other policies, rules and regulations as maybe in operation at the time of your accepting the appointment with the company as maybe amended or altered from time to time at the discretion of the Company will apply to you.

Acceptance

Please sign the copy of this letter indicating your acceptance to the offer of employment and send it to us at the earliest possible. If we do not hear from you within 1 day from the date of this letter, we shall assume that you do not wish to take up the company's offer of employment and our offer will lapse.

We look forward to your joining Infynix Data Services Pvt Ltd for a long and successful association.

Regards,

Hema Pramod
HR

I hereby agree to and accept the terms of employment offer and shall report for duty on the 25 April 2020

Signature:

Amogh Radha Krishna Bhat
Date:20/04/2020

Annexure 1

Name: LAKSHMISHREE C N

Salary Components	Monthly	Yearly
Basic (A)	15,100	1,81,200
HRA	3,811	45,733
Gross Salary (B)	**18,911**	**2,26,933**
Statutory Bonus **(C)**	1,248	14,980
ESI – Employer	615	7,375
Gratuity	726	8,712
Total Retirement Benefits & Employee Benefits (F)	1,341	16,087
Cost To Company (CTC) (B+C+F)	**21,500**	**2,58,000**
Cafeteria	1,500	18,000
Employee Welfare (including Personal Accident Insurance & Group Medical Insurance)	2,000	24,000
Total Benefits (H)	3,500	42,000
Total Cost To Company (TCTC) (B+C+F+H)	25,000	3,00,000
ESI – Employee	142	1,702
PT	200	2,400
Total Deferred Benefits / Deductions (G)*	**342**	**4,102**
Net Salary (B- G)	**18,569**	**2,22,831**
Income Tax Applicable As per Government Regulations		

*Your Gross Salary will be reduced by this amount.

- Statutory bonus is as per bonus act..
- Employee welfare is the amount which company spends on employee recreation and welfare.
- Please note You will be eligible for bi-annual appraisals. You will be considered for your first hike in the nearest appraisal cycle provided you have completed more than 3 months stay in the organization. Please note, hike will be for the prorated period and will be effective from the following month of 6-month completion. In case the stay is less than or equal to 3 months, you will be considered in the subsequent appraisal cycle and the hike effective date will be either 1-Jan or 1-Jul as may be the case and the hike will be for the total period
- Employee will be eligible for Term Life Insurance Self (Rs 7.5 Lacs) and Personal Medical Insurance Self (Rs. 2 Lacs) cover. Employee name will be added in the insurance policy after 45 days from the date of joining.
- Cafeteria Subsidy is the amount that the company spends on employee's food (Lunch and Snacks)
- CTC- Annual Cost to Company

Deductions

There will be deductions in the salary as per the Government regulations.

Corporate Office: Careernet Technologies Pvt. Ltd., Plot No.53, Kariyammana Agrahara Road, Devarabeesanahalli, Outer Ring Road, Bellandur Post, Bengaluru 560103
Ph: 080 6656 0000
www.careernet.in

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

24th September 2020

Kamalashree M
Bangalore

Dear

Kamalashree,

On behalf of Clearsharp Technology Private Limited ("Clearsharp"), we are pleased to offer you a **Operations** position with a CTC 3.5 LPA.

You'll be joining a fast-growing start-up and help in accelerating our trajectory: Our joint mission is building a very meaningful company which has a deep impact in the ways Individuals and Businesses approach financial aspects.

The work will be challenging, with tremendous opportunity to grow and learn.

Clearsharp will succeed or fail depending on your efforts, ingenuity, willpower, resourcefulness and willingness to go much further beyond the ordinary. Much work and exciting times lie ahead of us.

As an employee of Clearsharp it is likely that you will work on confidential and or proprietary information related to the operations, products and services of Clearsharp and its clients. To protect the interests of both Clearsharp and its clients, all employees are required to read and sign an Employment Agreement prior to beginning of employment.

Both the employee and the employer must give an advance **30 days** prior written notice before terminating the employment. Your signature at the end of this letter confirms that the conditions of your employment.

This offer is contingent on Clearsharp verifying the accuracy of the information provided by you. with regard to this, you authorize Clearsharp to investigate your references, work records, education and other matters pertaining to your employment and background.

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.

To accept this offer, please sign this letter in the space provided below and return it to the recruiting team. A second copy has been provided for you to keep for your records. This offer will remain valid until **26th September 2020.**

Clearsharp

ClearsharpTechnology Private Limited CIN No. U72200DL2011PTC218497 2A, Ground Floor, AMR Tech Park Hosur Main Road Hongasandra, Benguluru -560068 ctsanjaygupta@gmail.com +91-99581-82248

We look forward to your joining us and hope that you find your employment with Clearsharp enjoyable and professionally rewarding.

On behalf of the entire Clearsharp Team,

Vishnu Iruvanti

Authorized signatory

I accept this offer of employment with Clearsharp and agree to the terms and conditions outlined in this letter.

Signature Date

Planned Start Date

ClearsharpTechnology Private Limited CIN No.
U72200DL2011PTC218497 2A, Ground Floor, AMR
Tech Park Hosur Main Road Hongasandra,
Benguluru -560068 ctsanjaygupta@gmail.com +91-
99581-82248

Offer Letter

Name: A b h i s h e k D i x i t ,

Date: Tuesday, September 8, 2020

Dear Mr. Abhishek**,**

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (**"Company"**), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 15, 2020.** Your work location would be **Kolkata** / **Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the

Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. Department, Designation & Reporting Manager:

Department	: Business Development (51000000)
Designation	: Business Development Trainee - Sales
Reporting Manager	: Aakash Kapoor (TNL21818299)
Role Location	: Kolkata / Bangalore
BDT Training Location	: Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

7. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

(a) Provident Fund;
(b) Income tax deducted at source at the rates applicable;
(c) Employment / professional taxes;
(d) Dues to Company including loans and advances; or
(e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared

9. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Companyor for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.
c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;

b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;

c. Any representation or warranty or information furnished to the Company found to be false;

d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or

e. Failure to adhere to the standards/specifications/policies of the Company.

16. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment withthe Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction

to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

<u>You are requested to carry the below mentioned documents on your joining date</u>

1. 10th Mark sheet
2. 12th 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. 3 Passport Size Photograph
12. All current & previous companies relieving/experience letter (Only for experiencedcandidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd. **Accept Job Offer by signing below**

Human Resource **Signature:**

This is system generated offer letter and does not require authorized signature.

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Dated: 14-Oct-20

Mr. Mantesh Basarkod
Dayananda Sagar University, Bengaluru

Subject: Provisional Offer Letter

Dear Mantesh,

We thank you for your interest in exploring career opportunities with Tata AIG General Insurance Company Limited (hereinafter referred as "Tata AIG").

With reference to the selection process, you had with us, we are pleased to offer you a Provisional appointment as Channel Sales Manager at Tata AIG. As a part of Tata AIG's Campus Recruitment – ARISE program, your fixed compensation would be Rs.4,00,000 per annum. You will also be eligible for variable pay under the variable pay program of the Company applicable from time to time. All payments would be subject to prevailing tax laws and statutory deductions.

Your employment with the Company will be established after finalizing all joining formalities as per company policy and this offer is contingent upon the successful completion of your degree. Post that you will be issued appointment letter providing details of your place of posting and department along with detailed terms and conditions of your employment with the Company.

We at Tata AIG are privileged to have you with us and look forward to launching your successful career with us.

Please signify acceptance of this offer by signing and returning this letter to us at Khyati.parikh@tataaig.com. You may get in touch with Khyati Parikh at Khyati.parikh@tataaig.com for any query that you might have related to your employment with the Company.

Sincerely,

For Tata AIG General Insurance Company Limited

Jitesh Bawa
Chief Human Resource Officer

I, Mantesh Basarkod, have carefully gone through all the terms and conditions mentioned in this letter. I state and declare that I have fully understood the said terms and conditions and unequivocally hereby accept, agree and confirm the terms and conditions mentioned in the said offer letter.

Name: _____

Signature: _____Date: _____

CMS18MBA054

Offer: Computer Consultancy
Ref: TCSL/DT20196046477/Bangalore
Date: 11/12/2019

Ms. Maria Preethi
Ashraya PgTeachers Colony,
Near Dayananda Sagar College,
Bangalore-560068,
Karnataka.
Tel# 91-9972118363

Dear Maria Preethi,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Management Trainee** in Grade **Y**.

Your gross salary including all benefits will be **₹5,79,426/-** per annum, as per the terms and conditions set out herein. Annexure 1 provides break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.Your offer is subject to a positive background check.

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VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

COMPENSATION AND BENEFITS

Basic Salary
You will be eligible for a basic salary of **₹12,000/-** per month.

BOUQUET OF BENEFITS (BoB)
Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹4,800/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹24,810/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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2. **Higher Hospitalisation**
Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships
You will be eligible for reimbursement of expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,900/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹400/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

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TERMS AND CONDITIONS

1. **Relevant Experience**
   No experience is considered to be relevant to TCSL's business

2. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

3. **Disclaimer**
   Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

4. **Training Period**
   You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you. This confirmation will be communicated to you in writing.

   If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If

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your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

5. **Working Hours**
   Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

6. **Mobility**
   TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

7. **Compensation Structure / Salary components**
   The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

8. **Increments and Promotions**
   Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

9. **Alternative Occupation / Employment**
   Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

10. **Service Agreement**
    As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service

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of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

During your tenure with TCSL, including probation either you or TCSL can terminate the appointment by giving 90 calendar days written notice or 3 month's basic salary in lieu of the notice.

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However, if the services are terminated upon the expiry of the initial period of probation of three months, i.e, without any extension or confirmation, no notice or payment in lieu thereof will be paid. If your services, behavior and/ or performance are not found satisfactory at any point in time during your employment, TCSL may terminate your services by giving notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice Period.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
  You are required to submit a copy of your PAN card along with other joining

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forms,immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.

- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)
- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university
  *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

21. Initial Training Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

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23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xperience Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Maria Preethi**
Designation	**Management Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	12,000	1,44,000
Bouquet Of Benefits #	31,110	3,73,320
2) Performance Pay		
Monthly Performance Pay	1,900	22,800
Quarterly Variable Allowance*	400	4,800
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,440	17,280
Gratuity	577	6,926
Total of Annual Components & Retirals	2,017	32,106
Retention Incentive	NA	0
TOTAL GROSS	47,627	5,79,426

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,800	57,600
Leave Travel Assistance	1,000	12,000
Food Card	500	6,000
Personal Allowance	24,810	2,97,720
GROSS BOUQUET OF BENEFITS	31,110	3,73,320

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**
   "Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

   (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

   (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

   (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

   (d) Customer and prospective customer lists, and

   (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**
Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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March 12, 2020
C KEERTHANA
Bengaluru

Dear **C KEERTHANA**,

Sub: Provisional Offer letter (hereinafter "Offer Letter") for the position of Sales Executive.

Kindly refer to your job application with Paytm Services Private Limited, we are happy to offer you the position of **Sales Executive** in **Grade-SG01A** in our Company on the following terms and conditions:

1. Your Total Fixed CTC is Rs. **4,40,223**/- per annum (encl. annexure A.) This is the total cost to Company and all necessary taxes will be deducted at source along with all statutory deductions. If you are covered under the Provident Fund Scheme, then the employer contribution to the provident fund shall be met out of the above said salary.

2. Performance Linked Incentive (PLI) is completely based on performance and sales target achieved by employee's and basis company's requirement, reimbursement can also be provided to you. These are awards which may be withdrawn anytime upon company's discretion.

3. You will be governed by the Company's Personnel Policy, Code of Conduct, Non-Disclosure Agreement and all other Company policies as applicable to you from time to time.

4. You will be expected to join duty on **March 15, 2020** the Business hours begins from 9.30 A.M. onwards. You are requested to meet **Manjunath N**, Contact No. **9606624783** for your joining formalities. In case of any further issues, escalation, support or feedback, please write to Distribution.Helpdesk@paytm.com , our team will reach out to you on priority.
5. You shall be initially deputed at **Bengaluru**. The Company may at its sole discretion, change your job role & job location intimating to you in advance based on business requirement.

6. The company observes a 6 day work week and you should inform your non availability in advance. Any absence for consecutive 3 days without prior approval will be treated as un-authorized absence from the work and Company has the right to terminate your engagement and take necessary legal action against you.

7. During your period of engagement with the Company, we do not allow any direct or indirect association by you with any other company/person/entity whatsoever, such as agent, consultant and other business association under Dual employment policy and code of conduct. In case of any breach company has right to take disciplinary action including legal/police action.

8. The Company does not promote and hire relatives in the Company, members of a personal immediate family (defined as parents, children, spouse and siblings and other relatives) however such cases can be considered as case to case basis at times with certain condition and prior approval.

9. In additions to the terms contained herein, your relationship with Paytm Services may be subject to such other additional terms and condition as may be communicated to you time to time by Paytm Services.

10. This offer is subject to successful clearance of your background check which Company may do pre or post your joining and in case of any negative report the Company may take any necessary action which may also lead to termination.

11. This is a fixed term employment agreement between you and the Company. This one year employment agreement may be considered for an extension at the sole discretion of the Company.

12. A detailed brief on KRAs and scope of work will be given to you on joining.

13. You shall be on probation for a period of six (6) months. During this period, your performance shall be subject to review. In case your performance is not considered satisfactory, the probation could be extended for such duration as determined by the management. During or at the end of the probation period, management shall have the right to dispense with your services without any notice or assigning any reason thereof and without paying any compensation or separation benefits thereof.

14. Notwithstanding any of the clauses of this letter, the management reserves the right to terminate this engagement without giving any notice or assigning any reasons whatsoever during your probation period. You will be at liberty to resign from the services during probation period after giving 15 Days' notice in writing or subject to written approval from HR department on payment of equivalent salary. After confirmation in writing / successful completion of your probation period, management reserves the right to terminate this engagement after giving you 1 month notice or salary in lieu thereof without assigning any reason thereof. Similarly, you will be at liberty to resign from the services after giving 1 month notice in writing or subject to written approval from HR department on payment of equivalent salary to the organization in lieu thereof for the un-expired period of notice. During your notice period you shall not take any leave whether due to you or not without prior sanction. Any request for relieving from work before completion of notice period, would be subject to availability of alternate resource for taking proper handover of the work from you. Any unprofessional behavior or lackadaisical attitude during notice period will result in termination of your services.

15. Notwithstanding the preceding clause, your engagement may be terminated 'for cause' at any time without any notice. For the purpose of this agreement termination 'for cause' includes, but is not limited to, any of the following: (i) theft (ii) falsification of time or other employment records (iii) dishonest act(s) (iv) negligence (v) incompetence (vi) insubordination (vii) failure of follow work rules and policies (viii) excessive absenteeism or tardiness (ix) disloyalty (x) lack of clients, work or business.

16. A detailed engagement letter will be issued to you on your joining and your terms of the engagement with the Company shall be detailed out in such engagement letter.

17. Please confirm your acceptance of this Offer Letter by email within the next two working days, failing which this offer will automatically stand withdrawn.

18. Within three days of accepting our offer you are required to send us the copy of your resignation letter duly accepted by your current organization failing which company reserves its right to withdraw this offer letter. This letter has been issued to you on the understanding that there is nothing in your past record which should have prevented our Company to offer you this employment contract. If, however, it is found that your past record is

objectionable or if you have willfully suppressed any material, information or if any declaration given by you to the Company is false, in such a case, then this Offer Letter may be withdrawn by the Company without any notice or compensation in lieu thereof.

19. You are requested to carry the following documents in original at the time of joining for verification and a copy of the same for submission.

a. High School and Senior Secondary Certificates and Mark sheets
b. Graduation / Post Graduation certificate(s) along with mark sheets
c. Experience certificate and salary slip from last employer.
d. Blood Group.
e. Relieving certificate from last employer.
f. 3 Passport Size Photographs.
g. Form 16 from last employer.
h. Photo Identity Proof.
i. PAN Number.
j. Aadhaar Card

20. Your employment and salary processing is subject to timely submission, validation and completion of joining forms / documents / proofs and background verification clearance.

21. We as a Company do not charge any fee/amount for hiring and also do not ask any agency engaged by us for the same.

22. Without Prejudice, please note that the Company reserves its right to withdraw this offer made to you before receipt of your acceptance of the same, without providing any reason to you.

23. It is your responsibility to communicate in writing to Company about any changes in your following mode of communications, as and when required. a. Contact Number/Mobile Number. b. Residential Address.
c. Personal E-mail ID

24. The courts at New Delhi shall have sole and exclusive jurisdiction over any disputes arising under this Offer Letter.

Your employment agreement at Paytm Services will be subject to ratification of the above.

We look forward to welcoming you aboard the Paytm Services team.

Best regards,

Kirti Sharma
Human Resources
Paytm Services Private Limited

Annexure A

CTC Structure		
Salary Components	**Monthly (Rs.)**	**Yearly (Rs.)**
Basic	10100	121200
House Rent Allowance	5050	60600
Special Allowance	1710	20525
Statutory Bonus	2300	27600
Gross Salary	**19160**	**229925**
PF (Employer)	1693	20319
ESIC (Employer)	623	7473
Medical Insurance Premium	209	2508
Monthly CTC	**21685**	**260223**
Variable		
Performance Linked Incentive (PLI)*	15000	180000
Total Salary (Gross CTC)	**36685**	**440223**

'* Medical Insurance premium rate is subject to change
'* Employee contribution for PF & ESIC shall also be deducted from your Gross salary only '*
Performance Linked Incentive (PLI): PLI will be subject to the sales target Vs achievement by employee's. This will be paid on monthly basis.
'* FairDay Attendance will be applicable as per policy.

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Dated: 14-Oct-20

Ms. V Harshitha Shree M S
Dayananda Sagar University,Bengaluru

Subject: Provisional Offer Letter

Dear V Harshitha Shree M S,

We thank you for your interest in exploring career opportunities with Tata AIG General Insurance Company Limited (hereinafter referred as "Tata AIG").

With reference to the selection process, you had with us, we are pleased to offer you a Provisional appointment as Channel Sales Manager at Tata AIG. As a part of Tata AIG's Campus Recruitment – ARISE program, your fixed compensation would be Rs.4,00,000 per annum. You will also be eligible for variable pay under the variable pay program of the Company applicable from time to time. All payments would be subject to prevailing tax laws and statutory deductions.

Your employment with the Company will be established after finalising all joining formalities as per company policy and this offer is contingent upon the successful completion of your degree. Post that you will be issued appointment letter providing details of your place of posting and department along with detailed terms and conditions of your employment with the Company.

We at Tata AIG are privileged to have you with us and look forward to launching your successful career with us.

Please signify acceptance of this offer by signing and returning this letter to us at Khyati.parikh@tataaig.com. You may get in touch with Khyati Parikh at Khyati.parikh@tataaig.com for any query that you might have related to your employment with the Company.

Sincerely,

For Tata AIG General Insurance Company Limited

Jitesh Bawa
Chief Human Resource Officer

I, V Harshitha Shree M S have carefully gone through all the terms and conditions mentioned in this letter. I state and declare that I have fully understood the said terms and conditions and unequivocally hereby accept, agree and confirm the terms and conditions mentioned in the said offer letter.

Name: _____

Signature:_____Date: _____

Broadridge

Broadridge Financial Solutions (India) Private Limited
Registered Office:
Survey No. 64 (Adjacent to Cyber Towers)
Hi-TecCityMadhapurSerilingampallMandal
Ranga Reddy District, Telangana
CIN: U74999TG2007PTC052368

B +91 40 6627 8000, 4432 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

October 22, 2020

Dear Arjun Chaudhary,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Process Analyst
Grade:	G1L1
Date of Joining:	On or before October 26, 2020
Compensation:	Gross compensation of Rs.249,200/- (Rupees Two lakhs forty nine thousand and two hundred only) per year including 12% variable performance bonus linked to your and company's performance. Details are attached.
Training Period:	On your acceptance of this offer, you will be required to undergo a training/on the Job learning program. This training/on the Job learning program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and during the course of your employment.
Service Agreement:	You are required to serve the organization for a minimum period of 01 years from the date of joining. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, or any damages in accordance with the provisions contained in the detailed Employment Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination other than on disciplinary grounds / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

Arjun Chaudhary

Broadridge

Details Of Salary

Name : Arjun Chaudhary

Position : Process Analyst, G1L1

	Rs. / pm	Rs.
A. Monthly Salary		
• Basic Salary	9,584	
• House Rent Allowance (40% of Basic Salary)	3,834	
• Flexible Benefits	1898	15,316
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1,150	
• Gratuity	461	
• E.S.I (3.25% of Monthly Gross)	498	2,109
Gross Monthly Salary		17,425
Total Yearly Salary		209,100
Bonus (Variable linked to Company's and individual's performance up to 12% of Yearly Salary)		25,100
ZETA Card		15,000
Gross Yearly Compensation		249,200

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G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Dated: 14-Oct-20

Ms. Monika K
Dayananda Sagar University, Bengaluru

Subject: Provisional Offer Letter

Dear Monika K,

We thank you for your interest in exploring career opportunities with Tata AIG General Insurance Company Limited (hereinafter referred as "Tata AIG").

With reference to the selection process, you had with us, we are pleased to offer you a Provisional appointment as Channel Sales Manager at Tata AIG. As a part of Tata AIG's Campus Recruitment – ARISE program, your fixed compensation would be Rs.4,00,000 per annum. You will also be eligible for variable pay under the variable pay program of the Company applicable from time to time. All payments would be subject to prevailing tax laws and statutory deductions.

Your employment with the Company will be established after finalizing all joining formalities as per company policy and this offer is contingent upon the successful completion of your degree. Post that you will be issued appointment letter providing details of your place of posting and department along with detailed terms and conditions of your employment with the Company.

We at Tata AIG are privileged to have you with us and look forward to launching your successful career with us.

Please signify acceptance of this offer by signing and returning this letter to us at Khyati.parikh@tataaig.com. You may get in touch with Khyati Parikh at Khyati.parikh@tataaig.com for any query that you might have related to your employment with the Company.

Sincerely,

For Tata AIG General Insurance Company Limited

Jitesh Bawa
Chief Human Resource Officer

I, Monika.K have carefully gone through all the terms and conditions mentioned in this letter. I state and declare that I have fully understood the said terms and conditions and unequivocally hereby accept, agree and confirm the terms and conditions mentioned in the said offer letter.

Name: _____

Signature: _____Date: _____