LOYOLA ACADEMY

Details of the Outgoing students placed in 2018-19						
S.No.	**Programme**	**Specialization**	**UID**	**Name of the student**	**Company placed**	**Pay (LPA)**
1	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111715012019	L . Vaishnavi	Tech Mahindra Ltd.	2.59
2	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111715012042	A.Paramesh	Nurture Fields	3.24
3	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111715012049	K.Rakesh	HDFC Bank	1.56
4	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111715012057	John Vinay	Govt of Andhra Pradesh	
5	BSc	Computer Science & Engineering	111716013002	B.Prajwala Mary	Infosys	
6	BSc	Computer Science & Engineering	111716013003	Chilakala Keerthana	Infosys	
7	BSc	Computer Science & Engineering	111716013004	Chinnabali Rebekah	SS&C EZE	3.29
8	BSc	Computer Science & Engineering	111716013005	Clereena Mathew	Cloud 4C	2.75
9	BSc	Computer Science & Engineering	111716013007	Gande Shravika	AIR	2.4
10	BSc	Computer Science & Engineering	111716013010	Kodimala Geetha	Infosys	
11	BSc	Computer Science & Engineering	111716013015	Ponnada Sahithi	Infosys	
12	BSc	Computer Science & Engineering	111716013016	Pudhota Aruna	Cloud 4C	2.75
13	BSc	Computer Science & Engineering	111716013018	Sariikonda Sravani	Cult Fit Health Care	
14	BSc	Computer Science & Engineering	111716013019	T. Divya Tejaswini	Cognizant	2.19
15	BSc	Computer Science & Engineering	111716013020	T Geetarani	Cognizant	2.12
16	BSc	Computer Science & Engineering	111716013022	Vatti Poojitha	Wipro	1.8
17	BSc	Computer Science & Engineering	111716013023	Arrabothu Shiva Reddy	Cloud 4C	2.75
18	BSc	Computer Science & Engineering	111716013024	Ch. Tarun Kumar	Tech Mahindra	1.6
19	BSc	Computer Science & Engineering	111716013025	Chokkam Bhargav	TCS	1.93
20	BSc	Computer Science & Engineering	111716013026	Deepak Kumar Mishra	Cloud 4C	2.75
21	B.Sc.	Computer Science & Engineering	111716013028	Gade Jeevan	entab	1.80
22	BSc	Computer Science & Engineering	111716013032	Kandukuri Naveen	IBM	
23	BSc	Computer Science & Engineering	111716013033	Katakam Rishi Joseph Reddy	HGS	1.76
24	BSc	Computer Science & Engineering	111716013036	Lalith Vempati	HGS	
25	B.Sc.	Computer Science & Engineering	111716013037	L.Vijay Kumar	Knoah Solutions	
26	BSc	Computer Science & Engineering	111716013038	Motupally Vamshi Krishna	Infosys	
27	BSc	Computer Science & Engineering	111716013039	M Sathya Vamshi	Genpact	2.28
28	BSc	Computer Science & Engineering	111716013040	Natakari Bhanu Prakash	TCS	
29	BSc	Computer Science & Engineering	111716013044	Pavan Kumar Agarwal	Infosys	
30	BSc	Computer Science & Engineering	111716013045	Pitla Sharath Kumar	Capgemini	2.5
31	BSc	Computer Science & Engineering	111716013048	Shiva Sharath Kumar	Infosys	2.23
32	BSc	Computer Science & Engineering	111716013050	Yerramsetty Haneesh	HGS	

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
33	BSc	Computer Science & Engineering	111716013054	Khushbu	Cloud 4C	2.75
34	B.Sc	Electronics Technology	111716015001	Ankita Rai	Fitkids	2.23
35	B.Sc	Electronics Technology	111716015003	Bhethalam Surya Kumari	Wipro	0.64
36	B.Sc	Electronics Technology	111716015004	G.Nikitha	Accenture	
37	B.Sc	Electronics Technology	111716015005	Kothapeta Keerthana	Genpact	1.8
38	B.Sc	Electronics Technology	111716015006	Mala Kumari	Cognizant	2.4
39	B.Sc	Electronics Technology	111716015008	Pravalika Reddy	Factset	2.57
40	B.Sc	Electronics Technology	111716015010	V.Tejaswini	Youngminds	1.68
41	B.Sc	Electronics Technology	111716015014	Bishal Baraily	HGS	
42	B.Sc	Electronics Technology	111716015018	Deepak Kumar	Ctrl S	2.75
43	B.Sc.	Electronics Technology	111716015022	Jundulekar Satish	Fitkids	2.23
44	B.Sc.	Electronics Technology	111716015028	Nitish M Hegde	HGS	
45	B.Sc.	Electronics Technology	111716015032	R.Bhanu chandar	Infosys	2.23
46	B.Sc.	Electronics Technology	111716015038	Utkarsh Mishra	HGS	2.37
47	B.Sc.	Biotechnology, Chemistry & Genetics	111716018012	Harsha Kapoor	Vimta labs	
48	B.Sc.	Biotechnology, Chemistry & Genetics	111716018017	Oaha Manasi	Amazon	
49	B.Sc.	Biotechnology, Chemistry & Genetics	111716018026	Shreya Mukherjee	Amazon	
50	B.Sc.	Biotechnology, Chemistry & Genetics	111716018038	Sai Yashwanth	Amazon	
51	B.Sc.	Biotechnology, Chemistry & Genetics	111716018043	Vishnu Pradeep	Tech Mahindra	2.50
52	B.Sc.	Food Technology & Management	111716021012	Shivani Pentyala	Food safety India Pvt Ltd	
53	B.Sc.	Food Technology & Management	111716021015	Poola Navya	Scifed Pvt Ltd	
54	B.Sc.	Food Technology & Management	111716021033	Ganga Vinay Kumar	Equinox	
55	B.Sc.	Food Technology & Management	111716021041	Richard Jashua	Deloitte (out sorce)	
56	B.Sc.	Food Technology & Management	111716021045	Vaishnava Pavan Kumar	Info Logitech	
57	B.Sc.	Food Technology & Management	111716021046	Rahul Veerlapati	B9B	5.75
58	BSc	Maths, Statistics & Computer Science	111716024007	Chintala Sri Lekha	Infosys	2.23
59	BSc	Maths, Statistics & Computer Science	111716024008	Daliparthi Himavarsha	Cognizant	6.20
60	BSc	Maths, Statistics & Computer Science	111716024010	Gogula Viharika	Wipro	1.80
61	BSc	Maths, Statistics & Computer Science	111716024012	Gouthreddy Vidya Gouthami	Incut Digital	
62	BSc	Maths, Statistics & Computer Science	111716024014	Manasa A	TCS	1.93
63	BSc	Maths, Statistics & Computer Science	111716024019	P Shravani	Cloud 4C	2.75
64	BSc	Maths, Statistics & Computer Science	111716024023	Sirisha Dinavahi	SAP labs	3.88
65	BSc	Maths, Statistics & Computer Science	111716024026	Basuradhi Sanjay Kumar	Wipro	1.80

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66	BSc	Maths, Statistics & Computer Science	111716024044	V Sam Vivian	Cult Fit Health Care	4.65
67	BSc	Maths, Statistics & Computer Science	111716024047	Polasa Keerthana	TCS	3.53
68	BSc	Multimedia & Animation	111716027001	Agreema Gupta	Infosys	3.25
69	BSc	Multimedia & Animation	111716027005	M K Keerthana	Wassan	
70	BSc	Multimedia & Animation	111716027007	Shraddha	Mandelbrot Creative Studio Pvt Ltd	
71	BSc	Multimedia & Animation	111716027012	Chama Nikhil	Green Gold Animation Private Limited	6.00
72	BSc	Multimedia & Animation	111716027015	Julian Mario John	Green Gold Animation Private Limited	1.44
73	BSc	Multimedia & Animation	111716027019	Mokirala Manikanta Sai	Drunken Monkey	2.40
74	BSc	Multimedia & Animation	111716027034	Nikita Mukherjee	Infosys	3.25
75	B.Sc.	Computer Data Science & Analytics Engg.	111716031003	Gaddampally Divya	Infosys	2.75
76	B.Sc.	Computer Data Science & Analytics Engg.	111716031004	Garima Gupta	TCS	1.93
77	B.Sc.	Computer Data Science & Analytics Engg.	111716031008	Kolpuri Neelima	Cognizant	
78	B.Sc.	Computer Data Science & Analytics Engg.	111716031009	Kumari Poornima Barik	Cognizant	2.12
79	B.Sc.	Computer Data Science & Analytics Engg.	111716031011	Mahima Jyothi,	Ctrl S	2.75
80	B.Sc.	Computer Data Science & Analytics Engg.	111716031012	Moniksha	Capgemini	
81	B.Sc.	Computer Data Science & Analytics Engg.	111716031013	M Sree Vaishnavi	Cognizant	2.12
82	B.Sc.	Computer Data Science & Analytics Engg.	111716031015	N R Rashmi	Cognizant	2.12
83	B.Sc.	Computer Data Science & Analytics Engg.	111716031016	N Supriya Reddy	Ctrl S	2.75
84	B.Sc.	Computer Data Science & Analytics Engg.	111716031018	P Reshma	Infosys	
85	B.Sc.	Computer Data Science & Analytics Engg.	111716031024	Ankit Joshi	ACS	2.40
86	B.Sc.	Computer Data Science & Analytics Engg.	111716031029	Harry Richard	Cognier Insights Pvt Ltd	
87	B.Sc.	Computer Data Science & Analytics Engg.	111716031031	Kasivajjala Abhinai	Global Sena Pvt Ltd	2.40
88	B.Sc.	Computer Data Science & Analytics Engg.	111716031035	Kommareddy Srujith Reddy	Infosys	
89	B.Sc.	Computer Data Science & Analytics Engg.	111716031036	Konduri Sricharan	AIR	2.40
90	B.Sc.	Computer Data Science & Analytics Engg.	111716031041	Papisetty Sampath Kumar	AIR	2.40
91	B.Sc.	Computer Data Science & Analytics Engg.	111716031042	P Nithin Manikanta Goud	Infosys	
92	B.Sc.	Computer Data Science & Analytics Engg.	111716031046	Sallaram Pavan Kalyan Reddy	Infosys/AIR	
93	B.Com	Honors	111716014002	Apurva Chandrakant Kharokar	Deloitte	3.00
94	B.Com	Honors	111716014003	Arun Susai Angel Sharon	Genpact	1.80
95	B.Com	Honors	111716014004	Bala Sushma Yeruva	ADP	2.25

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96	B.Com	Honors	111716014005	Bellamkonda Sharon Parimala	HGS	3.00
97	B.Com	Honors	111716014006	Ch Pranitha	HGS	3.00
98	B.Com	Honors	111716014008	Ganganaboina Saibaba Sree Deepika Yadav	State Street	3.00
99	B.Com	Honors	111716014009	Golusula Serah Jones	HGS	3.00
100	B.Com	Honors	111716014010	Jagadala Divya Sree	ADP	2.25
101	B.Com	Honors	111716014011	J Maria Theresa Steffi	Genpact	1.80
102	B.Com	Honors	111716014017	Mallampeta Manaswini	State Street	2.30
103	B.Com	Honors	111716014018	Manda Divya	Wells Fargo	2.40
104	B.Com	Honors	111716014022	Methre Suhasini	ADP	
105	B.Com	Honors	111716014030	Vaidehi	Qualcomm	3.40
106	B.Com	Honors	111716014032	Yasmeen Sultana	Resolute B2B	2.04
107	B.Com	Honors	111716014034	Ankit Dung Dung	State Street	3.00
108	B.Com	Honors	111716014035	A R Timothy Raj	HGS	3.00
109	B.Com	Honors	111716014037	Aurelius Matthew	State Street	
110	B.Com	Honors	111716014038	Gurrala Rajesh Yadav	Cognizant	1.80
111	B.Com	Honors	111716014039	J Sonu	State Street	3.00
112	B.Com	Honors	111716014044	Manche Vishnu Vamshi	Info Logitech India Pvt Ltd	
113	B.Com	Honors	111716014045	Micheal Bevan Mario	HGS	3.00
114	B.Com	Honors	111716014047	Nitin Kumar	State Street	3.00
115	B.Com	Honors	111716014049	Priyanshu Kashyap Jha	IKS	3.50
116	B.Com	Honors	111716014050	Raymond Noeil Jossef	HGS	3.00
117	B.Com	Honors	111716014052	Saifuddin Aziz Ezzy	State Street	3.00
118	B.Com	Honors	111716014053	Sanjay Bangaru	State Street	3.00
119	B.Com	Honors	111716014054	Valasheeryel James Joseph	HGS	3.00
120	B.Com	Honors	111716014055	Vallala Rakesh Goud	State Street	3.00
121	B.Com	Advt., Sales Promotion & Sales Manag	111715017001	Sreethi Reddy	Fit kids	
122	B.Com	Advt., Sales Promotion & Sales Manag	111716017009	Sheela Rachel	Accenture	1.60
123	B.Com	Advt., Sales Promotion & Sales Manag	111716017010	Palanati R Raveena	ADP	2.25
124	B.Com	Advt., Sales Promotion & Sales Manag	111716017014	Rupani	Genpact	1.80
125	B.Com	Advt., Sales Promotion & Sales Manag	111716017020	Seetharaman	ADP	2.25
126	B.Com	Advt., Sales Promotion & Sales Manag	111716017022	Shangarapu Priyanka	HGS	3.00
127	B.Com	Advt., Sales Promotion & Sales Manag	111716017025	Ashwin Kumar	Fit kids	2.25

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128	B.Com	Advt., Sales Promotion & Sales Manag	111716017027	B.Pranay	Fit kids	2.25
129	B.Com	Advt., Sales Promotion & Sales Manag	111716017032	Sardar Guru Jyoth Singh	Fit Kids	2.25
130	B.Com	Advt., Sales Promotion & Sales Manag	111716017035	Krishan Kumar	Fitkids	2.25
131	B.Com	Advt., Sales Promotion & Sales Manag	111716017039	Murtuza	ZAC IT Solutions	2.50
132	B.Com	Advt., Sales Promotion & Sales Manag	111716017041	Lokesh Goud	KCM Supply Chain Solutions	2.10
133	B.Com	Advt., Sales Promotion & Sales Manag	111716017049	Rahul	Sykes	2.00
134	B.Com	General / Business Studies	111716019004	Backia Dass Sharon Enzelita	Fitkids	2.40
135	B.Com	General / Business Studies	111716019006	Divya Martin	IKS	3.50
136	B.Com	General / Business Studies	111716019009	Kuncharam Deepika	Decathlon	
137	B.Com	General / Business Studies	111716019014	Simranjeet Kaur Chawla	Deloitte	3.00
138	B.Com	General / Business Studies	111716019015	Singi Reddy Divya	State Street	
139	B.Com	General / Business Studies	111716019018	Y V Bhagya Lakshmi	examity	1.80
140	B.Com	General / Business Studies	111716019019	Abdul Salman	ADP	2.25
141	B.Com	General / Business Studies	111716019038	K Pradeep	Decathlon	
142	B.Com	General / Business Studies	111716019039	Lijo Johnson	State Street	3.00
143	B.Com	General / Business Studies	111716019040	Mahesh Kumar Ghosal	Wipro	1.80
144	B.Com	General / Business Studies	111716019041	Mannem Sai Kiran	Fitkids	2.25
145	B.Com	General / Business Studies	111716019044	N Vinith Prasad	ADP	2.25
146	B.Com	General / Business Studies	111716019052	V Anmol Surana	Decathlon	
147	B.Com	General / Business Studies	111716019056	Mohd Arif Khan	Sitel India Pvt Ltd	1.68
148	B.Com.	General / Business Studies	111716019058	T.V. Chandra Shekhar	Govt of Telangana Police Department	
149	B.Com	General / Business Studies	111716019061	Prasanna Lakshmi Venna	Deloitte	3.00
150	B.Com	Computers	111715028026	Akshay Sharma	Genpact	1.80
151	B.Com	Computers	111715028033	Calvin Mark Joseph	Genpact	2.04
152	B.Com	Computers	111716028002	Allam Mary Sneha	ADP	2.50
153	B.Com	Computers	111716028004	Praveen Babu	IBM	
154	B.Com	Computers	111716028006	C. Mageshwari	Hinduja Global Solutions	3.00
155	B.Com	Computers	111716028008	C Jayalaxmi	IKS Health	3.50
156	B.Com	Computers	111716028010	G P Deepika	IBM	
157	B.Com	Computers	111716028011	G Pravalika	HGS	3.00
158	B.Com	Computers	111716028015	Janagam Rohini	Genpact	1.80

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159	B.Com	Computers	111716028017	Prabhajana	Resolute B2B	2.06
160	B.Com	Computers	111716028021	Mainampati Divya	Genpact	1.80
161	B.Com	Computers	111716028022	Mary Merline	IKS	2.50
162	B.Com	Computers	111716028023	M Divya Vani	State Street	3.00
163	B.Com	Computers	111716028025	Nisha Pareek	HGS	3.00
164	B.Com	Computers	111716028030	Ankith P	Info Logitech	3.60
165	B.Com	Computers	111716028034	B Vishal Kumar	Infilogitech	
166	B.Com	Computers	111716028036	Clinton Ebnazer	Thompson Reuters	1.30
167	B.Com	Computers	111716028037	Deevaker Kumar Jha	State Street	3.00
168	B.Com	Computers	111716028038	Enoch Nishant David	ADP	2.25
169	B.Com	Computers	111716028045	Harsh verma	ADP	2.25
170	B.Com	Computers	111716028046	Jerry Sai Vamshi	IKS	3.50
171	B.Com	Computers	111716028050	K. Karthik	State Street	3.00
172	B.Com	Computers	111716028051	Komuravelly Vamshi	State Street	3.00
173	B.Com	Computers	111716028053	Pallavi Ks	Genpact	1.80
174	B.Com	Computers	111716028055	P Niharika	HGS	3.00
175	B.Com	Computers	111716028058	Pooja Varma	Wipro	3.00
176	B.Com	Computers	111716028061	Pushpa Nath	Info Logitech	3.60
177	B.Com	Computers	111716028063	Sanjana Raj T	IBM	
178	B.Com	Computers	111716028067	Sherly Anthony	IKS	3.50
179	B.Com	Computers	111716028077	Reethu V John	Ebutor	1.44
180	B.Com	Computers	111716028081	L Joel Kenneth Anastious	ADP	2.25
181	B.Com	Computers	111716028086	Pankaj Sankla	Info Logitech	3.60
182	B.Com	Computers	111716028092	Samudrala Shiva	Stone plus Ltd	2.70
183	B.Com	Computers	111716028111	Choppa Yamini	Fit Kids	
184	B.Com	International Accounting & Finance	111716030004	B Deepthi	Cognizant	2.80
185	B.Com	International Accounting & Finance	111716030013	Settipalli Alekya	Deloitte	3.00
186	B.Com	International Accounting & Finance	111716030015	Thummala Sai Pranitha	Deloitte	3.00
187	B.Com	International Accounting & Finance	111716030016	Yeminedi Jayasri	Deloitte	3.00
188	B.Com	International Accounting & Finance	111716030017	Y V Kavya	Qualcomm	3.50
189	B.Com	International Accounting & Finance	111716030023	Benny Ajay	Wipro	1.80
190	B.Com	International Accounting & Finance	111716030027	Deepanshu Gupta	Deloitte	3.00
191	B.Com	International Accounting & Finance	111716030030	Munigala Laxman	Accenture	1.60

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192	B.Com	International Accounting & Finance	111716030035	Saurabh Verma	Qualcomm	3.50
193	B.Com	International Accounting & Finance	111716030037	Sughosh Anney	Genpact	1.80
194	B.Com	International Accounting & Finance	111716030039	Kuthadi Monica	Zibew E-Commerce Services Pvt. Ltd	1.20
195	B.Com	International Accounting & Finance	111716030040	S. Lakshmi Sharanya	Cognizant	2.40
196	B.Com	International Accounting & Finance	111716030045	N. Vamshi	Price Water House Coopers (PWC)	
197	B.Com	International Accounting & Finance	111716030046	Regoti Shruthi Goud	Qualcomm	3.50
198	B.Com	International Accounting & Finance	111716030047	G Pavan	Genpact	1.80
199	BA	Mass Communication	111716020033	Salimatti Vamsivikas	Endemolshine india	
200	BA	Psychology, English & Journalism	111716022009	Elsie	ZaC IT Solutions	
201	BA	Psychology, English & Journalism	111716022013	Katha Shruthi	Wissenpro IT Solutions	0.96
202	BA	Psychology, English & Journalism	111716022014	Kopally Sahiti	Hans India	2.40
203	BA	Psychology, English & Journalism	111716022026	Sowmya E	Forum Business Research	0.60
204	BA	Psychology, English & Journalism	111716022027	Tejal Sinha	Hans India	2.40
205	BA	Psychology, English & Journalism	111716022037	Prakhar Prithwish	Forum Business Research	0.60
206	BA	Psychology, English & Journalism	111716022051	Adigerla Dhora	Green Gables Intl School	3.00
207	BA	Psychology, English & Journalism	111716022053	Suraksha Sinha	Amazon	
208	BBA	Bachelor of Business Administration	111716029027	Ahmed Ali Khan	Raam Group	2.40
209	BBA	Bachelor of Business Administration	111716029036	ManMohanSingh	State Street	3.00
210	BBA	Bachelor of Business Administration	111716029047	Raunaq Goyal	Raam Group	2.40
211	BBA	Bachelor of Business Administration	111716029048	Rohit L Vaid	State Street	3.00
212	MCA	Master of Computer applications	111703916107	B. Hanmanth Reddy	Foodni	
213	MCA	Master of Computer applications	111703916112	G. Sreekanth Reddy	Foodni	
214	MCA	Master of Computer applications	111703916136	Roshan Kumar Singh	Carrybou Technologies	1.08
215	MCA	Master of Computer applications	111703916137	Vikash Kumar	Carrybou Technologies	1.08
216	M.B.A.	Master of Business Administration	111704417201	Shanney Alice George	Green park Hotels	4.50
217	M.B.A.	Master of Business Administration	111704417202	Motakatla Vineeth	FACTSET	3.97
218	M.B.A.	Master of Business Administration	111704417203	Yeruva Jaya Sheela	Invesco	3.30
219	M.B.A.	Master of Business Administration	111704417206	Simran Philomena Xavier	Green park Hotels	4.50
220	M.B.A.	Master of Business Administration	111704417208	M Ankith Santosh	Deafteam	3.50
221	M.B.A.	Master of Business Administration	111704417210	Joseph Andrea Celestie	SBFC	5.00
222	M.B.A.	Master of Business Administration	111704417215	Sugandhi Daniel	Axiom	1.20

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223	M.B.A.	Master of Business Administration	111704417216	P Balacharan	Honda	
224	M.B.A.	Master of Business Administration	111704417218	Revala Sharath Kumar	Teleperformance Global Services Ltd	
225	M.B.A.	Master of Business Administration	111704417222	N Maria Stella	Accenture	
226	M.B.A.	Master of Business Administration	111704417226	Acquinas Vishal I	Thomas Cook	
227	M.B.A.	Master of Business Administration	111704417227	Kallu Abner Akshay Raj	Aaegon Life	3.50
228	M.B.A.	Master of Business Administration	111704417228	M Sharon Grace	Amazon	
229	M.B.A.	Master of Business Administration	111704417232	Soma Samuel Raj	AEGON life	3.50
230	M.B.A.	Master of Business Administration	111704417233	Rufus Benhur	Axelan	3.50
231	M.B.A.	Master of Business Administration	111704417234	Erra Aravind	Kotak Mahindra	2.00
232	M.B.A.	Master of Business Administration	111704417235	D Bala Sruthi	Aegon Life	
233	M.B.A.	Master of Business Administration	111704417236	Francis Charles Speechly	Axelon	4.30
234	M.B.A.	Master of Business Administration	111704417251	Deepthi Anusha	Axelon	4.30
235	M.B.A.	Master of Business Administration	111704417255	Ayesha Begum	Decathlon	2.40
236	M.B.A.	Master of Business Administration	111704417258	S. Rammadhav	Asian Paints	4.60
237	M.Sc.	Organic Chemistry	111713417301	Andhe Anusha	Daicel Chiral	
238	M.Sc.	Organic Chemistry	111713417302	Thallapalli Akhil	GVK Bio Sciences	
239	M.Sc.	Organic Chemistry	111713417304	S. Vittal Reddy	Cohance life sciences	
240	M.Sc.	Organic Chemistry	111713417305	M Raj Kumar	Daicel Chiral	
241	M.Sc.	Organic Chemistry	111713417307	Rondla Rohini	GVK Bio Sciences	
242	M.Sc.	Organic Chemistry	111713417308	Madasu Madhu Sudhan	Daicel Chiral	
243	M.Sc.	Organic Chemistry	111713417311	Chintha Nikhilesh	Neuland Laboratories	
244	M.Sc.	Organic Chemistry	111713417315	K. Maisaiah	BiophoreIndia Pharmaceutical Pvt Ltd	
245	M.Sc.	Organic Chemistry	111713417317	M. Pavani	Telangana Social welfare Residential School	
246	M.Sc.	Organic Chemistry	111713417318	Aitla Swathi	GVK Bio Sciences	
247	M.Sc.	Organic Chemistry	111713417320	G. Manisha	Brilliant Grammar School	
248	M.Sc.	Organic Chemistry	111713417322	Kolli Naga Sai	Daicel	
249	M.Sc.	Organic Chemistry	111713417324	V. Niharika	Metrochem API Pvt.Ltd	
250	M.Sc.	Organic Chemistry	111713417325	Sankepalli Rajyalakshmi	Neuland Laboratories	2.40
251	M.Sc.	Organic Chemistry	111713417327	Patnam Vinod Kumar	GVK	
252	M.Sc.	Organic Chemistry	111713417328	Ch Sai Shiva Reddy	Daicel	

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
253	M.Sc.	Organic Chemistry	111713417330	Mourya	Daicel	
254	M.Sc.	Organic Chemistry	111713417331	Yeshala Bhushanam	Daicel	
255	M.Sc.	Organic Chemistry	111713417332	Rajannagari Laxma Reddy	Laurus	1090.00
256	M.Sc.	Biotechnology	111713417403	Evelynjaun	Unique Biotech Ltd	
257	M.Sc	Biotechnology	111713417415	Heerekar Ambika	Unique Biotech	
258	M.Sc	Biotechnology	111713417416	Badha Savitha Bhargavi	Agrigenome	2.04
259	M.Sc.	Biotechnology	111713417419	Yoga sri	Unique Biotech Ltd	
260	M.Sc.	Biotechnology	111713417424	Akhila	VEE Technologies	
261	M.Sc.	Biotechnology	111713417431	Chintalapati Mohana Ravali	Legatho	
262	M.Sc.	Biotechnology	111713417432	Sneha	Unique Biotech Ltd	

B.Sc Agri 2018-19

Bsc. Agriculture.
11171501 2019
(2018-2019)

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India
Tel: +91 40 6636 1300
Fax: +91 40 6636 1309
techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

Ref:1707767/746593/Permt

Date: 20th June, 2019

L Vaishnavi
Flat No:- 401, Sai Residency, Dairy Farm road
Old Bowenpally, Secunderabad, 500010.
Phone No: 9063781605

18 – 19

Subject: Offer of Appointment

Dear **L Vaishnavi,**

It is our pleasure to welcome you to **Tech Mahindra Limited.**

1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate Technical Support** on **U1** band, operating out of our **Hyderabad** office.

2. Your "Annual Total Cost To Company" will be **Rs. 259205 (Rupees Two Lakhs Fifty Nine Thousand Two Hundred Five Only).** Please refer **Annexure-A** for details on the compensation and statutory deductions. Your remuneration package is strictly confidential between you and The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

3. Your employment with us will be governed by terms and conditions as specified in **Annexure-B.**

4. You are required to join on **21st June, 2019** and report to **Naresh Kumar Gandham** at 12:00 PM to complete the joining formalities at **Tech Mahindra Limited, SEZ Block, Unit V, Bahadurpally, Hyderabad-500043**. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. At the time of joining, you are expected to carry originals of the documents as per **Annexure – D** and submit the copies of the same to the HR Team.

5. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

6. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Naresh Kumar Gandham** latest by **21st June, 2019**. In case of further clarifications, please get in touch with Offers Team (on E-Mail: PS00551100@Techmahindra.com, and quote the Reference No. as mentioned above).

With Best Wishes
For Tech Mahindra Limited.

Vishal

Vishal Khanna
Head – Resource Management Group

Encl: Annexure-A (Salary Structure), **Annexure-B** (Important / Indicative Terms & Conditions of Employment), **Annexure-C** (Medical Self declaration), **Annexure-D** (Check List of Documents), **Annexure-E** (Confidentiality Agreement), **Annexure F** – Intellectual property Assignment, **Annexure-G** – General Covenant, **Annexure H** -(Acknowledgement),

Accepted
Date:

Signature of Candidate:

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India
Tel: +91 40 6636 1300
Fax: +91 40 6636 1309
techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

Annexure - A

NAME	**L Vaishnavi**
TITLE	**Associate Technical Support**
BAND	**U1**
LOCATION	**Hyderabad**

COMPONENTS	**Per Annum** (All figures in INR)
BASIC (@30% OF TOTAL FIXED PAY)	67500
HRA (@50% OF BASIC)	33750
TRANSPORT ALLOWANCE	12000
STATUTORY BONUS	13500
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	8100
EMPLOYER'S CONTRIBUTION TO ESI (@4.75%)	10969
PERSONAL PAY	79181
TOTAL FIXED PAY..... (A)	**225000**
TOTAL VARIABLE PAY (TVP)..... (B)	**25000**
ADDITIONAL BENEFITS..... (C)	**9205**
GRATUITY	3247
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	5958
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**259205**

1. **Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the company's records.

2. **Flexible Benefit Plan (as applicable):** Associates will also be given an option of restructuring their Flexible component of their CTC as per the "Flexi Benefit Plan' under the following heads as per eligibility specified in the applicable policy:

Component	Max Limit
Leave Travel Assistance	
Medical Reimbursement	
Residential Telephone Reimbursement	
Car Scheme Policy	
Fuel & Maintenance	
Driver Salary	
Superannuation	-
National Pension Scheme	-

Post utilization of applicable max limits as mentioned above, balance amount if any, shall be paid as taxable amount under Additional Personal Pay component.

3. *Applicable, only if company transport is not availed.

(Contd...)

NURTURE FIELDS

13-Jan-2021

OFFER LETTER

Dear Ananthula Paramesh,

We are pleased to offer you a position with Nurture Fields as **Agronomist**

This letter describes the basic terms of the offer subjected to mutual agreement on the terms stated below. This offer stands contingent to a background check and validation of the information provided by you during the interview or any other process related to your employment with the Company.

Employment Start Date, Benefits and Compensation

You are required to commence employment with the Company on 18-01- 2021 (the "Joining Date").

Your total CTC will be Rs. 324000 (Rupees Three Lakhs Twenty Four Thousand Only)

Employment Agreement

The employee will be required, during and after the term of this employment, not to reveal any confidential information or trade secrets to any person, firm, corporation or entity. In case of breach of this condition the Company can take action against the employee, which will be **disciplinary or legal in nature**.

There will be a probation period of 2 months. During probation, the employee must give an advance notice of 1 month and employer must give an advance notice of 1 month to terminate the contract.

Post probation period, the employee must give an advance notice of 2 months and employer must give an advance notice of 2 months before terminating the contract between the two parties or whatever is mutually agreed.

We are excited about the possibility of you joining us and look forward to a mutually beneficial working relationship.

Employee Acceptance

I accept employment with the Company under the terms described in this letter

Name: _____ Signature:_____

Registered Office Address: Nurture Fields!, H.no 6-83, Thonda village, Thirumalgiri mandal, Suryapet, Telangana, 508223

HDFC BANK
We understand your world

HDFC bank Ltd.,
I-Think Techno Campus,
Building Alpha,Next to Kanjur
Marg Railway Station(East)
Kanjur Marg(E),
Mumbai-400 042

Employee Code : 232682

Personal & Confidential

Date of Joining : Dec 09, 19

Name : KALLEPALLY RAKESH KUMAR

Location : Nalgonda

Dear KALLEPALLY RAKESH KUMAR ,

Further to the interview & discussion you had with us, we are pleased to offer you as Officer, in Retail Agri Credit(cost code: 140AC) at branch (1636), Nalgonda on the following terms and conditions:

BAND	: O.
Basic Salary	: 10500.00 Rs. /-pm
HRA	: 2500.00 Rs. /-pm
Total	**: 13000 Rs. /-pm**

(The above compensation will be payable to you every month in the salary. You may claim income tax exemption as applicable within the parameters of the applicable tax structure)

Provident Fund:

You will be covered under the Bank's Provident Fund Trust. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws.

Regd.Office : HDFC Bank Limited, HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013
Corporate Identity No: L65920MH1994PLC080618

PROCEEDINGS OF THE JOINT DIRECTOR OF AGRICULTURE :: ONGOLE
PRESENT :: Sri P.V.Sreenivasa Murthy, M.Sc.(Ag)

Proc.No.Estt.II/1417/2019 **Dated 18.11.2019**

Sub:- Establishment - Agriculture Department - Recruitment for the posts of Village Secretariats - DSC 2019 - Provisionally appointed to the post of Village Agriculture Assistant (Grade-II) in the A.P. Agriculture Subordinate Services - Place of posting - Orders - Issued.

Ref:-
1. G.O.Ms.No.110 of PR&RD (MDL-I) Department, dt.19.07.2019.
2. Recruitment Notification No.01/2019 dt.26.07.2019 for the post of Village Agriculture Assistant (Grade-II).
3. Hon'ble High Court's Orders in W.P.Nos.12977/2019, 13885/2019, 13898/19, 14015/19, 13990/19 and 14000/2019.
4. Hon'ble High Court's Orders in Writ Appeal No.282/2019 and Writ Appeal 310/2019.
5. Lr. No.E3/3325/2019 dated .09.2019 of the Member Convenor, DSC-2019, Prakasam District.
6. G.O.Rt.No.628 dated 30.09.2019, Agriculture & Cooperation (Agri-IV) Department, Government of Andhra Pradesh.
7. Proc.Rc.No.Estt.II/1417/2019/DSC-2019, dt. .09.2019 of the Chairman, District Selection Committee & District Collector, Prakasam District.
8. Joining Report submitted by the individual.
9. Note orders of the Chairman, District Selection Committee & District Collector, Prakasam District dated 18.11.2019.

<<<:>>>

Sri/Smt./Kumari **PITLA JOHN VINAY KUMAR, S/o./D/o. PITLA SRINIVASA RAO** who was provisionally appointed for the post of Village Agriculture Assistant (Grade-II) under Andhra Pradesh Agriculture Subordinate Service Rules vide reference 7th cited, is posted to **Vaviletipadu** Village Secretariat, **Zarugumalli** Mandal.

The individual is informed that, a consolidated pay of Rs.15,000/- will be paid per month till completion of probation period of two years i.e., from the date of joining in the post and after successful completion of probation period, the pay will be fixed in the time scale of pay of Rs.14,600-44,870/- in RPS 2015.

The candidate is informed that, if any certificates produced by him/her found false at a later date, criminal action will be taken besides removal from service without any prior notice.

The individual should attend the duties as per the job chart communicated vide reference 6th cited (copy enclosed) under the technical supervision of the Agriculture Department Officers of the concerned jurisdiction.

The individual is directed to report before the Mandal Parishad Development Officer, **Zarugumalli** Mandal duly submitting (1) set of photo copies of all certificates that are uploaded in the website and Physical Fitness certificate in original issued by the Civil Assistant Surgeon within (30) days from the date of receipt of these orders, failing which the appointment orders will be automatically cancelled.

18/11/19

Joint Director of Agriculture,
Ongole.

18/11/19

To
Sri/Smt/Kumari **PITLA JOHN VINAY KUMAR**, **Madanuru** Village, **Kothapatnam** Mandal.
Copy to the Mandal Parishad Development Officer, **Zarugumalli** Mandal with a request to admit the individual at the place of posting and obtain the required certificates from the individual and intimate the date of joining of the individual with FN/AN to this office.
Copy to the Asst. Director of Agriculture (R), **S.Konda** for information and necessary action.
Copy to the Member Convener of DSC 2019 & Chief Executive Officer, Zilla Parishad, Ongole for information.
Copy submitted to the Collector & District Magistrate, Prakasam District for favour of kind information.
Copy submitted to the Special Commissioner of Agriculture, A.P., Guntur for favour of kind information.

UID-111716013002
ON Campus 2018-2019
B.Sc. Computer Science & Engineering
Received Email

Infosys
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2018 - 2019

HRD/2T/12995608/19-20

Ms. Bellamkonda Prajwala Mary
Candidate ID: 12995608
Jadi Jamalpur,Bidhan,Nizamabad Loyola Girls Hostel,Old
Alwal, Secunderabad
Hyderabad - 500010
Telangana
India
Ph: (91) 63034 34832

October 3, 2019

Dear Bellamkonda,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Digitally signed by RICHARD LOBO
Date: 2019.10.03 18:41:12 +05:30
Reason: Offer Letter
Location: Bangalore

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

Infosys
Navigate your next

HRD/2T/12995608/19-20

Ms. Bellamkonda Prajwala Mary
Candidate ID: 12995608
Jadi Jamalpur,Bidhan,Nizamabad Loyola Girls Hostel,Old
Alwal, Secunderabad
Hyderabad - 500010
Telangana
India
Ph: (91) 63034 34832

October 3, 2019

Dear Bellamkonda,

Congratulations! We are delighted to make you an offer **as Operations Executive - Trainee** and your role is **Operations Executive** in the **IT Operations** Career Stream.

Here are the terms and conditions of our offer:

Joining date

Your scheduled date of employment with us will be **January 13, 2020.**

Location

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

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

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

Training Period

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

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

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Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year. An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

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.

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport & Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

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Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I.

Ex - Gratia / Bonus

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

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

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200.** The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice

Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India".

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2018-2019. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure II).

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This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

Your employment will be governed by the rules, regulations and policies of the Company.

The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Enclosures: Annexure - I (Compensation)

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ANNEXURE –I
(Compensation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms. Bellamkonda Prajwala Mary**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	**136**

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	30,000 (With Security) 20,000 (Without Security)	7%	24	Nil
SALARY LOAN (Subject to submission of Trainee Agreement)	12,000	Nil	12	Nil

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

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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is Applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

UID-111716013003
ON Campus - 2018-2019
B.Sc Computer Science & Engineering

6/19/2019 Gmail - Infosys Limited Received Email

Gmail

Keerthana Reddy <keerthanareddy1999chilakala@gmail.com>

Infosys Limited

3 messages

offer_update <offer_update@infosys.com> Tue, Mar 5, 2019 at 5:21 PM
To: "keerthanareddy1999chilakala@gmail.com" <keerthanareddy1999chilakala@gmail.com>

Dear Chilakala,

Keerthana.
111716013003.
2.1PA.

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995609** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

Keerthana Reddy <keerthanareddy1999chilakala@gmail.com> Fri, Mar 8, 2019 at 7:32 PM
To: keerthanareddy2506@gmail.com

UIP11171601300 4 Bsc. CS

2018 - 2019

EzeSoftware India Private Limited (CIN – U72200TG2015FTC098621)
Level 4, Phase 2.3, Sy No. 115 (Part)
WaveRock TSIIC IT/ITES SEZ
Nanakramguda, Serilingampally
Hyderabad - 500008, Telangana, India
+91 4067505700 | Info.India@ezesoft.com
www.ezesoft.com

OFFER OF EMPLOYMENT

DATE: July 11, 2019

Ms. Chinnabali Rebekah
Plot No - 143, Subhash chandrabose Nagar,
Miyapur, Hyderabad, India – 500049.

Dear **Rebekah,**

We are pleased to offer you the position of **Associate Archive Specialist** at EzeSoftware India Private Limited, an SS&C Industries Inc. Company (the "**Company**") at Level 4, Phase 2.3, Sy No. 115 (Part) WaveRock TSIIC IT/ITES SEZ Nanakramguda, Serilingampally, Hyderabad – 500008, Telangana, India.

The Cost to the Company ("**CTC**") on account of your employment will be **INR 329,400** (Rupees Three Lakh Twenty-nine thousand four hundred only). A detailed breakup is set forth in Annexure - A attached hereto. Your employment will be subject to terms and conditions set out in the Employment Contract (the "**Employment Contract**") attached hereto as Annexure - B if you accept our offer. The Employment Contract, when signed by you and the Authorized signatory of the Company, shall be considered a legally binding agreement.

Your employment commencement date will be **July 22, 2019** which shall be confirmed subject to the satisfactory completion of employment and educational checks. The actual date of joining shall be in reference with the date mentioned in the Employment Contract (the "**Effective Date**"). If any information furnished by you is found to be false or a misrepresentation at any time prior to or during your employment, the Company shall take appropriate action with regards to your service.

This offer will remain in effect for five (5) business days from the date of this letter. This letter supersedes and replaces any prior discussion, offers or agreements, whether oral or written, regarding the terms of your employment and/or other business relationships with the Company, its affiliates or the principals thereof. Our offer is contingent upon your acceptance of the terms and conditions of the Employment Contract and signing all necessary documents including, but not limited to, the receipt acknowledging the Code of Conduct & Ethics (the "**Code of Conduct**") and the Proprietary Rights Agreement.

We are confident that you will be able to make a significant contribution to the success of our Company and we look forward to working with you.

Sincerely,

K. Nitya Nivali
Director - HR

I confirm that I have read and accept the offer of employment on the terms of the above letter.

Signature: _____ **Date:** _____

ANNEXURE - A

Compensation Structure					
S. No	Pay Component	% of Gross Salary	Annual (INR)	Monthly (INR)	Taxable/ Tax exempted
1	Basic Pay	40%	120,000	10,000	Taxable
2	HRA	20%	60,000	5,000	*Tax exemptible
3	Statutory Bonus	8.33% of Basic Pay	9,996	833	Taxable
4	Special Pay	Residual amount	80,004	6,667	#Taxable
5	Shift Allowance	Fixed	30,000	2,500	Taxable
Gross Salary			**300,000**	**25,000**	
6	Employer contribution to PF	12% of Basic Pay	14,400	1,200	Tax exemptible
7	Food Coupons	Fixed	15,000	1,250	Tax exemptible
CTC			**329,400**	**27,450**	
Leave Encashment	Any full-time employee at the Company shall be entitled in the subsequent calendar year of up to 9 days of vacation on the gross salary. Please refer to Vacation Entitlement section in the employment contract.				
Benefits	➢ Employees are enrolled in the Company's Provident Fund as per the Employees' Provident Fund and Miscellaneous Provisions Act, 1952. ➢ Employees are entitled to receive Gratuity in accordance with the provisions of Payment of Gratuity Act, 1972. ➢ Employees are enrolled in the Company's group insurance benefits. • Group Medical Insurance of sum insured INR 500,000 • Group Personal Accident Insurance of sum insured 3 times of annual CTC • Group Term Life Insurance of sum insured 6 times of annual CTC				
#Note	Special Pay includes Tax exemptible benefits, Telephone reimbursement up to INR 24,000 p.a. and Fuel reimbursement up to INR 21,600 p.a./ INR 10,800 p.a. for four-wheeler/two-wheeler respectively. Tax Benefits are subjected to declaration and submission of relevant documents as per income tax rules				
***Note**	All tax exemptible components are subjected to declaration and submission of relevant documents as per income tax rules				

SSBC EZE

ANNEXURE - B

EMPLOYMENT CONTRACT

This Employment Contract (the "**Contract**") effective as of **July 22, 2019** (the "**Effective Date**") sets out the terms and conditions of your employment as follows:

Salary

Your salary will be **INR 329,400** per annum (the "**CTC**"), subject to statutory deductions, if any. Your salary shall accrue day to day and is payable by equal monthly installments on the last working day of each month.

A detailed breakup is set forth in Annexure – A attached with the offer letter.

Your salary will be reviewed annually. There is no obligation on the Company to increase your salary as a result of such review.

Your salary will be subject to statutory deductions. For the purposes of Section 7(2) of the Payment of Wages Act 1936, you hereby authorize the Company to deduct any monies due from you to the Company at any time from your salary payments including, any overpayments, loans or advances made to you up to a total deduction amount of 50% of the usual wages for the wage period.

Bonus Programme

The Employee may be eligible to receive a discretionary bonus. The members of the Management Committee of the Company may, at its sole discretion, pay the Employee a bonus of such amount and at such times as may be determined by it. In order to be eligible to receive a discretionary bonus, the Employee must be on the rolls of the Company on the date the salary is paid for the month of February, each year, (the "Payment Date") and must not have either given or received notice of termination of employment. For the avoidance of doubt, if at any time before the Payment Date, the Employee's employment terminates (for whatever reason) or the Employee has given or received notice of termination, the Employee will not be entitled to any pro-rated bonus.

The fact that the Employee may in the past have received such a bonus payment does not mean that the Employee will have any right to receive one in the future.

Employee's Provident Fund

In accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952, you will be enrolled in the Company's India designated provident fund. The Company will make contributions to the provident fund as required by law.

Gratuity

In accordance with The Payment of Gratuity Act, 1972, you will be enrolled in the Company's designated gratuity trust.

Life Assurance

You will be automatically included in the Life Assurance Plan which provides a lump sum payment on death should you die whilst an employee of the Company subject to the terms of the Life Assurance Plan from time to time in force.

If the insurance provider refuses for any reason to provide life assurance benefit in respect of you, the Company shall not be liable to provide any replacement benefit of the same or similar kind or to pay any compensation in lieu of such benefit. The Company reserves the right to withdraw or replace the Life Assurance Plan or to alter or amend any of its terms without notice at any time.

Private Medical Insurance

From the date of joining you can apply to join the Company's group private medical insurance plan. The Company will pay subscriptions for you (and towards the cost of your partner and children (unmarried under 18), if any) subject to:

- the terms and conditions of the plan at the time;
- the insurer or provider agreeing to provide cover to you and your partner and children with insurance cover at (in the opinion of the Company) reasonable rates or premiums; and
- the insurer honoring any claim.

The Company reserves the right to withdraw or alter the terms of the scheme or change the provider without notice at any time.

Personal Accident/ Income Protection

From the date of joining you will be eligible for membership to the Company's personal accident/ income protection scheme subject to the terms of the scheme and the insurance policy under which it operates and you being deemed eligible by the relevant insurance provider. Eligibility is also subject to the insurer or provider agreeing to provide you with an insurance cover at (in the opinion of the Company) reasonable rates or premiums and is also subject to you accepting such variations to your terms and conditions of employment as may from time to time be required by the Company in order to facilitate continued participation in the scheme.

All payments under the scheme will be subject to deductions required by law and also a sum equivalent to any employer's national insurance contributions which are payable by the Company in respect of any payment under the scheme or arrangements, as appropriate, and are subject to the Company receiving payment of a correlating sum from the provider under the scheme or arrangement. Where any payments are made to you under the scheme all other benefits provided to or in respect of you under this letter will cease from the start of those payments (if they have not done so already), unless the Company is fully reimbursed by the provider for the cost of providing such benefits. The decision of the Company will be final.

The Company reserves the right to terminate your employment in accordance with the terms of this letter notwithstanding any outstanding or prospective entitlement to sick pay, private medical insurance or long-term disability insurance. The Company shall not be liable for any loss arising from such termination.

The Company reserves the right to terminate or amend the scheme or policy at any time without notice.

Location

You shall be based at the Company's offices at Level 4, Phase 2.3, Sy No. 115 (Part), WaveRock, TSIIC IT/ITES SEZ, Nanakramguda Village, Serilingampally Mandal, Hyderabad – 500 008, Telangana, India. In the performance of your duties you may be required to travel both throughout and outside India.

You may be required to move to one of the Company's other locations or alternative offices on either a temporary or permanent basis.

Hours of Work

You are required to work 40 hours per week excluding a daily lunch break of one hour between the hours 07:00 and 19:00 from Monday to Friday (inclusive). Few functions work in shifts to support our stakeholders 24x7, for all the days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the requirements of the function.

The Company reserves the right to vary your starting and finishing times if this is necessary for operational reasons, either temporarily or on a continuing basis. Your exact working hours will be confirmed in advance by your line manager.

Occasionally it may be necessary for your manager to request that you shorten or forego your lunch break subject to your entitlement to daily rest periods as prescribed under the Telangana Shops and Establishments Act, 1988.

You may be required to work additional hours as necessary to fulfill your responsibilities as the needs of your business area dictate, and as determined in conjunction with your line manager.

You will not be paid for work outside your normal hours but you are required to complete tasks on time and this may involve work outside those normal hours.

It is not anticipated that you will be expected to work more than the working time limit imposed by the Telangana Shops and Establishments Act, 1988 of not more than an average of 48 hours per week. However, there may occasionally be times when the needs of the business require work in excess of this limit. By signing and accepting these terms you agree to opt out of the maximum time limit referred to above. You may withdraw your consent at any time on one month's written notice to your manager.

Probationary Period

Your employment is subject to a three (3) month probationary period during which time you will be required to demonstrate to the Company's satisfaction your suitability for the position in which you are employed. This period may be extended up to three (3) months or at the Company's discretion and is

without prejudice to the Company's right to terminate your employment before the expiry of the probationary period. The Company will notify you when your probationary period has ended.

Periods of Notice

During the probationary period the period of notice required from either party to terminate employment will be one (1) month. After successful completion of your probationary period (i) you are required to give

not less than two (2) months' notice of termination of employment or (ii) the Company is required to give you two (2) months' notice, except where the Company is entitled to dismiss summarily for cause, upon issue of a written notice.

During any period after notice has been served by the Company or you but before it has expired, the Company reserves the right to require you not to undertake any duties and not to enter any of the Company premises and to refrain from contacting any customers, clients, suppliers, agents, professional advisors or employees of the Company. This is known as a period of garden leave. For the avoidance of doubt, for the duration of any such garden leave period you shall remain an employee of the Company and you shall remain subject to the same obligations to the Company as were owed prior to commencement of garden leave. During any period of garden leave you shall not provide any services to any third party.

The Company reserves the right to pay you your gross salary only in lieu of your notice period to which you have become entitled. This payment will be paid subject to all deductions that are required or permitted by law to be made including in respect of income tax, national insurance contributions etc.

The Company reserves the right to deduct from your final payment any outstanding amounts that are due at the date of termination of employment. Nothing in these terms and conditions of employment shall prevent the Company from terminating your employment without notice in appropriate circumstances.

The Company reserves the right to suspend you on full pay for such period as it deems necessary whilst any allegation of misconduct is investigated by the Company or any external body.

Vacation Entitlement

Your annual vacation entitlement is based on completed years of service, as described in the Time Off Policies referenced in the India Employee Policies & Procedures for employees of the Company.

Length of Service	Monthly Accrual Rate	Annual Limit
0 to 4 years of professional work experience	1.25 days/month	15 Days
> 4 years of professional work experience	1.66 days/month	20 Days

SS&C Eze will recognize prior years of full-time professional work experience in addition to SS&C Eze length of service for purposes of vacation accrual.

The time off year runs from January to December. If you start or leave your employment during a time off year, your entitlement in that year will be calculated on a pro-rated basis.

On leaving your employment, any accrued but untaken vacation entitlement subject to a maximum of 9 days will be paid at the rate of 1/365th of the Gross Salary for each day undertaken, a corresponding amount will be deducted from your final salary payment for any vacation that is overtaken.

You will also be entitled to 9 public holidays and 1 floating holiday as notified by the Company in the beginning of the year.

The Company reserves the right to require you to work on a public holiday.

Sickness Absence

The Company's occupational sick pay scheme is discretionary and aims to prevent you from experiencing hardship if you are unable to work as a result of illness or injury. In return, the Company expects you to do all that is reasonable to bring about a speedy recovery and return to work and meet all the requirements of the scheme. You are required to comply with such sickness procedures as may be notified

to you from time to time and to attend a medical examination on request. The Company reserves the right to amend the terms of its occupational sick pay scheme from time to time.

If you are unable to report to work because of illness, generally you must contact your manager at least one hour before you are scheduled to start work on a given day or at such time as prescribed by your manager, giving the reason for your absence. If you are unable to reach your manager, you should notify HR.

Regular full-time employees are eligible for up to five (5) paid sick days per calendar year. Sick days may not be rolled over into the following year and unused sick days will not be paid out upon termination of employment. Regular part-time employees are not eligible for paid sick time.

You will be required to submit a doctor's note for:

- Any absence due to illness that exceeds three (3) consecutive business days
- Any absence due to illness that exceeds your annual allocation of sick days

Should any of the policies described in this Sickness Absence topic conflict with applicable national or state law, the applicable law will take precedence.

Declaration of Secrecy and Confidentiality

On accepting this offer of employment, you are required to sign a Proprietary Rights Agreement which is enclosed with this letter. Whilst in the service of the Company you are bound by the Code of Conduct, procedures manuals, onboarding documents or circulars, concerning secrecy or confidentiality, which may be issued from time to time.

You must not disclose or use any information of a confidential nature relating to:

- the Company, or
- any of its associated companies or their business, or
- an obligation of confidence held by the Company to any third party

during or after your employment except in the proper course of your employment or as required by law.

You must not remove any property (including documents or tangible items) which belong to the Company or which contain any confidential information from the Company's premises at any time without proper advance authorisation. The Company shall own at all times any and all intellectual property rights in all materials, data, software or documentation developed during your employment.

You must return to the Company on request and, in any event, upon the termination of your employment all property (including documents and tangible items) which belongs to the Company or which contain or refer to any confidential information and which are in your possession or under your control.

You must, if requested by the Company, delete all confidential information from reusable material and destroy all other documents and tangible items which contain or refer to any confidential information which are in your possession or under your control.

Data Protection Policy

The Information Technology Act 2000 and the regulations made thereunder govern the necessary processing of personal data by the Company. By signing this offer you give your informed consent to the holding and/or processing of personal data and sensitive personal data for all purposes relating to your employment.

By signing this offer you consent to the transfer of your data by the Company outside the Indian territory for business purposes. You acknowledge that countries outside the Indian territory may not have data protection laws providing the same level of protection as those in India. In such circumstances, the Company will ensure that your information is processed only in accordance with the Company's instructions and under strict obligations of confidentiality.

India Employee Policies & Procedures

It is a condition of your employment that you comply with the terms of the India Employee Policies & Procedures, as amended from time to time. The India Employee Policies & Procedures will be updated from time to time and the Company reserves the right to amend it. You should also familiarise yourself with relevant onboarding documents, procedures manuals, the India Employee Policies & Procedures particularly the sections relevant to the terms of this offer letter (and any amendments, which may be made from time to time by general circular). Failure to comply will be treated as a serious disciplinary matter.

The India Employee Policies & Procedures which sets out general policies and practices in the Company is available on Eze Software Group LLC's Intranet. The policies contained in this manual do not form part of the terms and conditions of your employment unless they are specifically expressed to be contractual. However, failure to comply will be treated as a serious disciplinary matter.

Dealings in Investments

Any personal dealings in investments must be in accordance with the Trading Policy, which may be amended from time to time and a copy of which is available on the intranet. Failure to comply will be treated as a serious disciplinary matter.

Code of Conduct

You are bound by the Company's Code of Conduct and any other rules concerning conduct that the Company may adopt. These are available on the intranet. The Code of Conduct and any other rules may be changed from time to time. Breach of the Code or any of these rules will be treated as a serious disciplinary matter.

Policies & Procedures

In addition to the requirement to adhere to the Code of Conduct outlined above, you will also be expected to comply with all other relevant Company Policies and Procedures. All Company Policies can be accessed upon joining the Company via the intranet. These policies do not form part of the terms and conditions of your employment unless they are specifically expressed to be contractual.

The disciplinary and grievance procedures applicable to your employment are contained in the India Employee Policies & Procedures. These procedures do not form part of the terms and conditions of your employment.

Changes to Your Terms of Employment

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. The Company will notify you in writing of such changes.

If you wish to accept this offer of employment, please sign and return the duplicate copy of this letter. In addition, we should be grateful if you would confirm that we can contact your referees at this stage and indicate the date you will be available to start work.

This offer is subject to us receiving employment references that we consider satisfactory. We expect our employees not to indulge in abuse of alcohol or to use illegal substances or drugs. You may be required to take a drugs or alcohol screening test during your employment. You may be subject to disciplinary action if medical reports or a drugs screening test show either alcohol abuse or use of illegal substances or drugs. The Company reserves the right to terminate your employment in the event medical reports or a drugs screening test show either alcohol abuse or use of illegal substances or drugs.

This offer is subject to us receiving satisfactory evidence of all qualifications that are relevant to the job and that are included in your application for employment. This offer is subject to the Company receiving satisfactory employment and educational references. By signing and accepting these terms, you agree to the Company carrying out a verification search before you join us. If any information furnished by you is found to be false or a misrepresentation at any time prior to or during your employment, your services will be terminated upon issue of written notice by the Company.

This offer is also subject to proof of your on-going legal right to work in India prior to commencement of employment (and for certain individuals, on an annual basis). You must provide us with a copy of your passport, or other proof of your right to work in India in the role offered. The HR department can provide further details of what documents are acceptable. You will need to provide original documents. There are no collective agreements applicable to your employment.

Changes to your personal details

In order for the Company to comply with its obligations under Indian immigration legislation the Company is obliged to keep data relating to its employees accurate and up to date. You must ensure that you immediately inform the Company of any changes in your personal details. Such changes may include but are not limited to: name, address, telephone number (including mobile telephone number), nationality or immigration status (including any information which might reasonably be expected to affect such status), marital status, date of marriage, divorce or births in your immediate family, change of address or telephone number of your next of kin and bank details.

Obligations to Former Employer

You have informed the Company that you are not in breach or violation of, and you will continue to comply with, any agreement(s) with any former employer(s) and that you may accept the position with the Company set forth above without breaching or violating such agreement(s), including but not limited to any applicable notice period(s), non-competition provision(s) and/or return of employer's property provisions therein. During the course of your employment by the Company you agree not to take any actions that could lead to a breach or violation of any such agreement(s) with any former employer(s), including but not limited to any non-solicitation of customers, non-solicitation of employees or confidentiality restrictions to which you are bound.

If during such employment by the Company, you believe that your responsibilities to the Company require you to take actions that may breach any such former employer agreement, you agree to notify the Company in advance of taking any such action and only proceeding with such action with the Company's prior consent.

By signing this letter, you warrant that you are not bound by any court order, agreement, covenant, arrangement which in any way restricts or prohibits you from performing your duties for the Company.

Yours sincerely,

K. Nitya Nivali
Director - HR

I confirm that I have read and accept the offer of employment on the terms of the above letter.
Signature: _____

Name:
Place:
Date:

UID-111716013005
ON Campus - 2018-2019
B. Sc. Computer Science & Engineer
Received Email

Cloud4C
TIER 4 CLOUD

Apr 10th 2019

To

Cleerena Mathew,
Hyderabad

OFFER LETTER

Dear **Cleerena,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"Cloud4C Services Pvt. Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs.2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.

6. Your appointment and the employment will be subject to your being and remaining medically fit. It is necessary for you to get medically examined, as and when required by the company.

7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

   (a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

    (i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.

    (ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

13. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

14. You will receive your job profile in due course of time.

15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

Cloud4C
TIER 4 CLOUD

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Cleerena Mathew
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213499**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

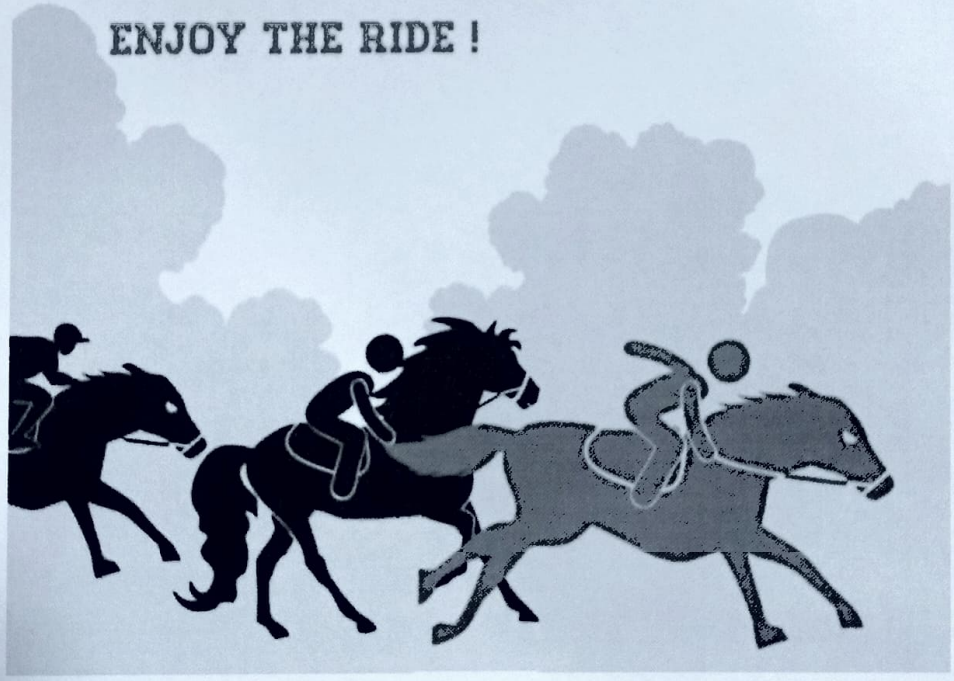
Cloud4C
TIER 4 CLOUD

RACE AHEAD IN LIFE

Getting ahead in life may mean many different things to different people.
At Cloud4C for us,it's about dreaming big and making it big.
It's about being successful while having fun.
it's something that's derived from constant practice, learning, and growth.

Welcome to Cloud4C !

ENJOY THE RIDE !



AIR

VID:- 11171601300 7

2018-2019

B.Sc Computers

May 08, 2019

Ms. Shravika Gande,
H. No-4-4-136,6-15
Garden Basthi, Qutubullapur,
Hyderabad-500055

Sub: Internship and Pre- Placement Offer -Verisk Analytics

Dear **Shravika,**

Further to our interviews and subsequent discussions, we are pleased to extend the internship along with the pre-placement offer letter. You will be joining Verisk Analytics as an **"Intern"** effective **May 13, 2019** and unless extended by mutual consent, this agreement shall end in **July 2019.**

Upon successful evaluation of your performance, passion, and commitment during the internship period, you will be inducted as a full-time employee effective **July 2019.** As a full-time employee, you will be designated as **'Data Service Analyst I'** at mutually agreed terms and conditions.

Following shall be the terms of your Internship Agreement:

1. For the services you shall render to the company, you will be paid a stipend of **INR 20,000/- per month (Rupees Twenty Thousand only).**

2. Your working hours shall be from 9:30 AM to 6:30 PM, Monday to Friday in each week. There is no entitlement to overtime payment.

3. You will behave and conduct yourself in an orderly and dignified manner and shall not remain absent from the place of work without the prior permission of your supervisor.

4. Applicable tax deductions (if any) shall be as per the defined sections of Income Tax Act, 1961.

5. No other expenses apart from above shall be paid/reimbursed during your internship tenure. However, you will be entitled to medical benefits and claim through Verisk insurance provider.

6. You will be eligible for **one day (1 day)** paid leave every month. However, the approval of the same vests with your reporting manager during this tenure.

7. The duties and responsibilities entrusted to you have been fully set out by your Manager/Lead and this may be subjected to change from time to time according to the business exigencies.

8. It is understood and agreed by and between the parties hereto, that all market research data methodologies, materials and any information related thereto,

G. Shravika.

AIR

any trade secret, any technical or other information concerning the business or affairs of the Company coming into your possession or control during the performance of Services hereunder ("Confidential Information") shall be the exclusive property of the Company and that you shall not during the continuance of this Agreement and thereafter use to the detriment or prejudice of the Company or disclose any Confidential Information to any person, firm or company.

9. Also agreed between you and the Company that this internship arrangement is not and can in no sense be deemed and/or construed to be an employment with the Company.

Subsequent to the completion of your internship, the following will be your covenants as a full-time employee;

10. The Company Rules and Regulations will form part of your Employment, and your employment will be conditional upon and subject to your acceptance of these rules as currently in force and as may be amended from time to time. Your joining date, as confirmed by you, is on or before July 2019.

11. This Full Time Employment shall be under Service Agreement for Two (2) Years from the date of joining. The agreement also states that if an employee decides to leave the organization before the service agreement period he/she needs to compensate the organization with One (1) Lakh Rupees.

At the commencement of your full-time employment, the breakup of your CTC per annum will be as below:

Name : Shravika Gande
Designation : Data Service Analyst I

Annual Fixed Compensation	**Monthly (INR)**	**Annual (INR)**
Basic	10,000	120,000
HRA, Conveyance & Other Allowances	15,000	180,000
Employee Gross Salary	**25,000**	**300,000**
Employer PF Contribution	1,800	21,600
Sodexo Food Coupons	1,100	13,200
Total	**27,900**	**334,800**
Annual Variable Compensation		**Target**
Target Performance Bonus %	-	10.0%
Performance Bonus Amount^	-	30,000
Potential Annual Compensation (INR)	-	**364,800**
^ Performance Bonus can vary between 0 and the Target Bonus or higher based on the Employee's performance as well as the Company's performance.		
Annual Estimated Cost of other Benefits		**Annual (INR)**
Health, Accident, Life Insurance, Gratuity, Employee Teambuilding & Wellness etc.	-	40,000

G. Shravika.

AIR

Benefits

- Mediclaim: INR 3,00,000 for Employee and dependents, INR 1,00,000 for each parent.
- Personal Accident covers INR 5,00,000 for employee only.
- Life Insurance covers 3 times your Gross Salary.
- Gratuity as per Gratuity Act.
- Review period is from January 1st to December 31st.

Gross Annual package and benefits can be higher or lower depending on the employee performance and contributions.

This offer is subject to you providing to us the following documentation and originals that would be required for verification at the time of joining.

- Educational and professional certificates
- Experience certificates for all previous jobs
- Relieving letters of previous employments
- Your latest salary certificate from your employer
- Copy of your passport and PAN

You may please be informed that this offer is valid only upon the successful completion of your academics (without any backlogs). You are required to submit the proof of documents confirming your graduation after joining us on July 2019. This offer stands void otherwise.

As per Company's policy, background verification including education and employment check including financials would be done through a third-party agency. The Management's decision will be final while considering the reports of such verification. Your appointment will be subject to the confirmation of such verification results

For Verisk Analytics India Pvt. Ltd. (d.b.a AIR Worldwide),

Verisk Analytics India Pvt Ltd Hyderabad

Ganesh Sonisetti
Senior Manager, Human Resources

Acceptance:

I understood and accept the terms and conditions as mentioned therein.

Signature: G.Shravika

Name: GANDE SHRAVIKA

Date: 08/05/19

UID-111716013010
ON CAMPUS- 2018-2019
B.SC computer Science & Engineering
Recieved email

Gmail geetha kodimala <geethakodimala000@gmail.com>

Infosys Limited

3 messages

offer_update <offer_update@infosys.com> Tue, Mar 5, 2019 at 5:21 PM
To: "geethakodimala000@gmail.com" <geethakodimala000@gmail.com>

Dear Geetha,

Greetings from Infosys Ltd !

Geetha.
111716013010.
2.IPIA.

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995611** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

---

geetha kodimala <geethakodimala000@gmail.com> Tue, Mar 5, 2019 at 5:54 PM
To: "S. V. REDDY" <vinithsingareddy000@gmail.com>

 Bsc. CS

Gmail

Sahi Sweety <sahisweety53@gmail.com>

Infosys Limited

3 messages

2.1LPA

offer_update <offer_update@infosys.com> Tue, Mar 5, 2019 at 5:21 PM
To: "sahisweety53@gmail.com" <sahisweety53@gmail.com>

1117160130 15

2018 - 2019

Dear Ponnada,

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995612** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

Sahi Sweety <sahisweety53@gmail.com> Mon, Apr 15, 2019 at 8:40 AM
To: clereena1405@gmail.com

[Quoted text hidden]

Gmail

Sahi Sweety <sahisweety53@gmail.com>

Infosys Limited

3 messages

offer_update <offer_update@infosys.com>
To: "sahisweety53@gmail.com" <sahisweety53@gmail.com>

Tue, Mar 5, 2019 at 5:21 PM

Dear Ponnada,

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995612** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

Sahi Sweety <sahisweety53@gmail.com>
To: clereena1405@gmail.com

Mon, Apr 15, 2019 at 8:40 AM

[Quoted text hidden]

UID-111716013016
ON Campus - 2018 - 2019
B. Sc Computer Science & Engineering
Received Email.
(2018-19)

Cloud4C
TIER 4 CLOUD

Apr 10th 2019

To

Aruna Pudhota,
Hyderabad

OFFER LETTER

Dear Aruna,

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of "Associate Engineer" at "Cloud4C Services Pvt. Ltd."

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs.2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'**.

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

VID-11171 6013018
ON Campus-2018-2019
B. Sc. Computer Science & Engineering
Received email

CultFit Healthcare Private Limited

Higher Studies

Date: 17-12-2021

To,
SARIKONDA SRAVANI,
Employee Code: CLT4240

Relieving and Experience Letter

Dear SARIKONDA SRAVANI,

With reference to your employment with CultFit Healthcare Private Limited (*cult.fit*) we would like to inform you that your resignation is hereby accepted, and you stand relieved from the services of the organization after the closing of the business hours on 01 December 2021. Your last held designation was Associate Trainer.

We thank you for your efforts and contributions to CultFit Healthcare Private Limited from 01 January 2021 to 01 December 2021 with Date of Association from and wish you all the success in your future endeavours.

Warm Regards,

For CultFit Healthcare Private Limited

Authorized Signatory

UID-111716013019
DN Campus - 2018 - 2019

B. Sc. Computer Science & Engineering

Received email

Cognizant

Ref No: 13681320

27-Aug-2019

Talasani Divya Tejaswini

Dear Talasani,

With reference to the discussions that we had with you, we are pleased to offer you the role of **Process Executive - Voice** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your Annual Total Compensation will be **Rs.219,996**. This amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation is presented in **Annexure A**. We would like to inform you that Cognizant has considered **0** months of your experience as relevant, which would be updated in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the 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.

We request you to join us on or before **16-Sep-2019.**

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
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- 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 your joining us. Should you have any further questions or clarifications, please feel free to contact us.

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:

Cognizant

Annexure A

Name: Talasani Divya Tejaswini **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	10100	121,200
2	Company's contribution of PF #	1212	14,544
3	Advance Statutory Bonus***	2000	24,000
4	Special Allowance*	4335	52,020
5	Company's Contribution of ESI @ 4.75% of Monthly Gross minus statutory exclusions	686	8,232
	Annual Gross Compensation		**219,996**
	Annual Total Compensation		**219,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Annual Total Remuneration		**235,996**

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

- 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
- Contribution to ESI shall be continued till end of the contribution period, if the Associate contributes even for one month in a 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

*** 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.

U ID: 1117160130 20

2018 - 2019

CSE Engineering

Cognizant

30-May-2019

Dear Geeta Rani Tamada,
B.Sc., Computer Science
Loyola Academy

Candidate ID – 12941976

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** 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.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 19,750/-** 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: Geeta Rani Tamada **Designation:** Programmer Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	Company's contribution of PF #	780	9,360
3	Advance Statutory Bonus***	2000	24,000
4	Special Allowance*	5206	62,472
5	Company's Contribution of ESI @ 4.75% of Monthly Gross minus statutory exclusions	556	6,672
	Annual Gross Compensation		**180,504**
	Incentive Indication (per annum)**		12,000
	Annual Total Compensation		**192,504**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		3,750
	Annual Total Remuneration		**212,254**

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

* **Flexible Benefit Plan**: Your Compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to 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

Gmail

Pujitha Vatti <pujithavatti26@gmail.com>

Letter of Intent - Vatti Poojitha - Ref. No.: 8585059

1 message

careers@wipro.com <careers@wipro.com>
To: pujithavatti26@gmail.com

5 July 2019 at 10:04

Campus - Letter Of Intent

05-Jul-2019

Dear Vatti Poojitha,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Trainee - Computer Applications** which will be in Career Band **WASE/WIMS** of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

Period	Scholarship	ESI	Consolidated Scholarship* (INR pm)
First Year	15000	712	15,712/- (*)
Second Year	17000	810	17,810/- (*)
Third Year	19000	910	19,910/- (*)
Fourth Year	23000	0	23,000/- (*)

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 - Talent Acquisition

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

ɑs of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient ɹuld check this email and any attachments for the presence of viruses. The company accepts no liability for any ɯage caused by any virus transmitted by this email. www.wipro.com

TIER 4 CLOUD

UID-111716013023
2018-2019-On Campus
CSE

Apr 25th, 2019

Cloud4C/HR/60933

To

Arrabothu Shiva Reddy,
Hyderabad

APPOINTMENT LETTER

Dear Siva,

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** Department: Service delivery at **"Cloud4C Services Pvt. Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. You will join the employment on or before **Apr 25th, 2019.**

2. Your consolidated salary is **Rs.2,75,000/- p.a.,** (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

3. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

4. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

5. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

Cloud4C Services Pvt Ltd
(Formerly known as Cyl4C Cloud Services Pvt. Ltd.)
5th Floor, Pioneer Towers
#16, Software Units Layout
Madhapur (Hitech-City)
Hyderabad 500081
Telangana, India
www.cloud4c.com

36AAFCL7502D1Z1
U72900TG2014PTC094973

6. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.

7. Your appointment and the employment will be subject to your being and remaining medically fit. It is necessary for you to get medically examined, as and when required by the company.

8. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

9. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

10. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

(a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

11. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

(i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.

(ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

12. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

13. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

14. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

15. You will receive your job profile in due course of time.

16. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For Cloud4C Services Pvt. Ltd.

P Rajani Reddy
Authorized Signatory

Cloud4C Services Pvt Ltd
(Formerly known as CtrlS Cloud Services Pvt. Ltd.)
5th Floor, Pioneer Towers,
#16, Software Units Layout,
Madhapur (Hitech City),
Hyderabad 500081,
Telangana, India.
www.cloud4c.com

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Arrabothu Shiva Reddy
2. Designation : Associate Engineer
3. Grade : L0
4. Date of joining : 25/04/2019
5. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	17792	A. Fixed Salary	213499
B. Performance Linked Pay	2750	B. Performance Linked Pay	33000
C. Employer Provident Fund	1530	C. Employer Provident Fund	18360
D. Employer ESI	845	D. Employer ESI	10141
Total CTC (A+B+C+D)	22917		275000

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For Cloud4C Services Pvt. Ltd.

P Rajani Reddy
Authorized Signatory

Cloud4C Services Pvt Ltd
(Formerly known as Ctrl4C Cloud Services Pvt. Ltd.)
5th Floor, Pioneer Towers,
#16, Software Units Layout,
Madhapur (Hitech-City),
Hyderabad 500081,
Telangana, India.
www.cloud4c.com

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900TG2014PTC094973

1117160130 24
B.Sc Computer Science.
2018-2019.

Tech Mahindra

Tech Mahindra Limited
Infocity, Hitech City Layout,
Madhapur, Hyderabad 500081, India.
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India.
CIN L64200MH1986PLC041370

Ref: 841145/1964782/JTA **04-OCT-2021**

Mr. Tarun Kumar Chilumula
Hyderabad (Ts) - 500054
Mobile: 8686626234

Subject: Offer of Appointment

Dear **Mr. Tarun Kumar Chilumula**

It is our pleasure to welcome you to **Tech Mahindra Limited.**

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Jr. Software Engineer** at **Band 'U' and Sub Band 'U1'** under **JTA Scheme**.

2. You will be on probation for a period of **6 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement**" (**ELITE**) will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.

3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.

4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 2,05,000 (Indian Rupees Two Lac Five Thousand Only)** Please refer **Annexure B** for details on the compensation and statutory deductions.

5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

6. This offer is valid subject to your fulfilling the following: -

   - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
   - Meeting the set eligibility criteria at the end of your academic course
   - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
   - Submission of all necessary legal documentation pertaining to your employment.

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Tech Mahindra Limited
Infocity, Hitech City Layout,
Madhapur, Hyderabad 500081, Ind
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Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
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Mumbai 400 001, India.
CIN L64200MH1986PLC041370

Tech Mahindra

7. You are required to sign a **service bond (Draft at Annexure J)** with our organization for a sum of **Indian Rupees 1,00,000/- (Rupees One Lakh Only**). As per the bond you will be required to serve the Company for a minimum period of 2 years from the date of your joining. In case you fail to submit the service bond on the date of joining or such other extended timeline informed to you, the Company reserves the right to terminate your employment by giving a seven days' written notice to you. In case you are not posted at your home town, you are entitled to a one-time settlement allowance not exceeding **Indian Rupees.15,000/- (Indian Rupees Fifteen Thousand Only**) towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.

8. Your employment with us will be governed by terms and conditions as specified in **Annexure C**.

9. You are required to join on **07-OCT-2021** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.

10. You are requested to report to **Parminder Kaur** at **9:00 AM** to complete the joining formalities at **TECH MAHINDRA LTD, TMLW, PLOT NO. 22 - 25 & 27 TO 34, HITECH CITY LAYOUT, MADHAPUR, RANGA REDDY DISTT, TELANGANA 500081.** At the time of joining, you are expected to carry originals of the documents as per **Annexure D** and to submit the copies of the same to the HR Team.

11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

12. Kindly confirm your acceptance of this offer of appointment to **FresherQuery@TechMahindra.com** by **07-OCT-2021.**

For Tech Mahindra Limited

R Krishna

Krishna Ramaswami

Head - Resource Management Group

Encl: **Annexure-A & B** Salary Structure, **Annexure-C** Important / Indicative Terms & Conditions of Employment, **Annexure-D** Check List of Documents, **Annexure-E** Confidentiality Agreement, **Annexure-F** Medical Self Declaration, **Annexure G** Intellectual property Assignment, **Annexure-H** ? General Covenant, **Annexure - I** Acknowledgement, **Annexure J** Indemnity bond.

Date:

Signature:
Tarun Kumar Chilumula

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Tech Mahindra Limited
Infocity, Hitech City Layout,
Madhapur, Hyderabad 500081, India.
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India.
CIN L64200MH1986PLC041370

ANNEXURE - A

NAME	**Mr Tarun Kumar Chilumula**
TITLE	**Jr. Software Engineer**
BAND	**U1**
LOCATION	**HYDERABAD**

COMPONENTS	Per Annum (All figures in INR)
BASIC (@30% OF TOTAL FIXED PAY)	54005
HRA (@50% OF BASIC)	37804
BONUS / STATUTORY BONUS	24000
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	6481
FLEXIBLE COMPONENTS OF TFP	12723
TOTAL FIXED PAY..... (A)	**135013**
TOTAL VARIABLE PAY (TVP)..... (B)	**15002**
ADDITIONAL BENEFITS..... (C)	**9985**
GRATUITY	2598
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**160000**

1. **Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.

2. **Flexible Benefit Plan (as applicable):** Associates will also be given an option of restructuring their Flexible component of their TFP as per the "Flexi Benefit Plan' under the following heads as per eligibility specified in the applicable policy:

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

Post utilization of applicable max limits as mentioned above, balance amount if any, shall be paid as taxable amount under Additional Personal Pay component

(Contd...)

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Tech Mahindra

Tech Mahindra Limited
Infocity, Hitech City Layout,
Madhapur, Hyderabad 500081, Ind
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India.
CIN L64200MH1986PLC041370

ANNEXURE A (Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:
   a) **Group Term Life Insurance (GTLI) Coverage**: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **Rs. 20 lakh** to the beneficiary on the unfortunate death of the associate
   b) **Group Medical Coverage Plan (GMIP):** You would also be enrolled under the existing Medical Insurance scheme of the Company with a cover of **INR. 3 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self + spouse + up to 2 children) will be **INR. 2 lakh.**
   c) **Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR. 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.

4. **Deductions:**
   a) The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
   b) Statutory Deductions: Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
4. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
5. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'.

For Tech Mahindra Limited,

R Krishna

Krishna Ramaswami

Head - Resource Management Group

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Tech Mahindra Limited
Infocity, Hitech City Layout,
Madhapur, Hyderabad 500081, India.
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India.
CIN L64200MH1986PLC041370

ANNEXURE - B

NAME	**Mr Tarun Kumar Chilumula**
TITLE	**Jr. Software Engineer**
BAND	**U1**
LOCATION	**HYDERABAD**

COMPONENTS	Per Annum (All figures in INR)
BASIC (@30% OF TOTAL FIXED PAY)	69930
HRA (@50% OF BASIC)	48951
BONUS / STATUTORY BONUS	24000
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	8392
FLEXIBLE COMPONENTS OF TFP	23551
TOTAL FIXED PAY..... (A)	**174824**
TOTAL VARIABLE PAY (TVP)..... (B)	**19425**
ADDITIONAL BENEFITS..... (C)	**10751**
GRATUITY	**3364**
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**205000**

1. **Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.

2. **Flexible Benefit Plan (as applicable):** Associates will also be given an option of restructuring their Flexible component of their TFP as per the "Flexi Benefit Plan' under the following heads as per eligibility specified in the applicable policy:

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

Post utilization of applicable max limits as mentioned above, balance amount if any, shall be paid as taxable amount under Additional Personal Pay component

(Contd...)

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VID-111716013025
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CSE

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20184645902/Hyderabad
Date: 27/02/2019

Mr. Bhargav Chokkam
2-05 Kottala Usrikapalli,
Sri Venkateswara Binny Rice Mill,
Hyderabad-502334,
Telangana.
Tel# 91-9398691963

Dear Bhargav Chokkam,

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 **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,93,158/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer you will be issued 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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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

UID - 111716013026
ON Campus - 2018 - 2019
CSE

Cloud4C
TIER 4 CLOUD

Apr 10th 2019

To

Deepak Mishra,
Hyderabad

OFFER LETTER

Dear Deepak,

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"Cloud4C Services Pvt. Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs.2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per Appx 'A'.

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.

6. Your appointment and the employment will be subject to your being and remaining medically fit. It is necessary for you to get medically examined, as and when required by the company.

7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

   (a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

    (i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.

    (ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent, or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

Cloud4C
TIER 4 CLOUD

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

13. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

14. You will receive your job profile in due course of time.

15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

Cloud4C
TIER 4 CLOUD

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Deepak Mishra
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213499**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

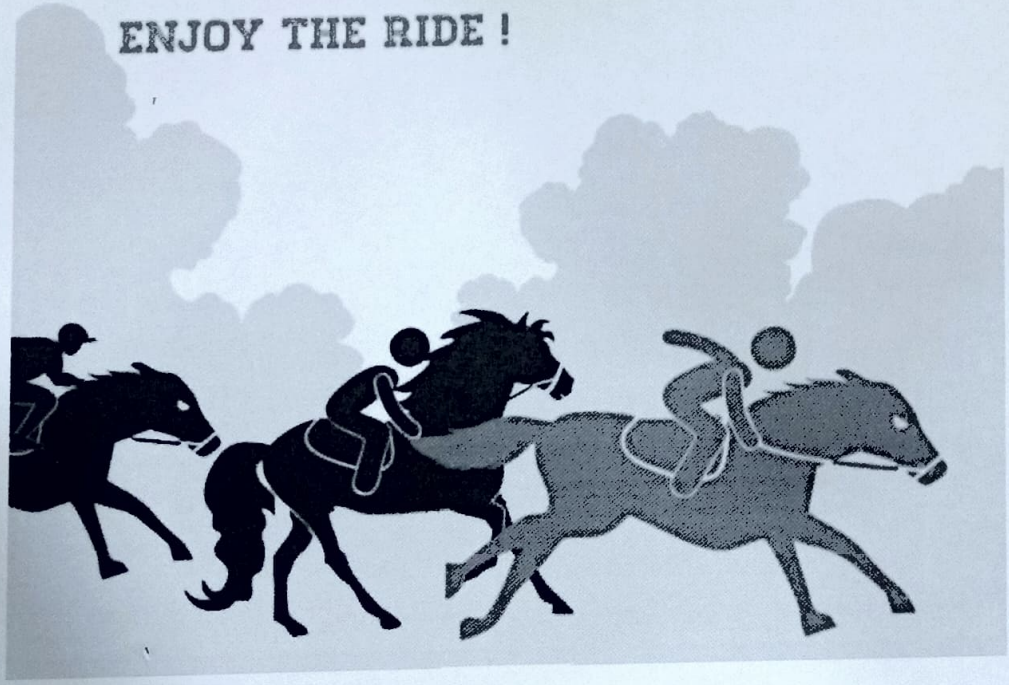
Cloud4C
TIER 4 CLOUD

RACE AHEAD IN LIFE

Getting ahead in life may mean many different things to different people.
At Cloud4C for us,it's about dreaming big and making it big.
It's about being successful while having fun.
it's something that's derived from constant practice, learning, and growth.

Welcome to Cloud4C !

ENJOY THE RIDE !



UID- 111716013028
2018-2019 On Campus
Computer Science & Engineering.

entab

ENTAB/HR/571/19 22nd April 2019

Mr. Gade Jeevan 111716013028
Room No.306, Golden Palace Apts
Bulaih Nagar, Alwal, Loyala College Road,
Secundrabad – 500 010

APPOINTMENT LETTER

Dear Mr. Gade,

With reference to your application and the subsequent interviews you had with us, we appoint you as a **Regional Coordinator** with effect from **22nd April 2019** on the following terms and conditions:

SALARY

Your starting salary will be **Rs 15,000/-(CTC)** per month **(applicable TDS, PF, ESI amount will be deducted).** Salary may be reviewed periodically subject to employee's performance. The Salary information needs to be kept Confidential and should not be discussed with anybody.

WORKING HOURS

Your working hours start from **8.55 AM** to **5.45 PM** with half an hour break a day spread from **1.00 PM to 1.30 PM.** Second and fourth Saturdays are not normal working days. However support and skeleton staff from all departments functions during these days based on the necessity.

PROBATION

You will be on a probation period of one year. You won't be eligible for experience / relieving certificate if you are leaving before completing the duration mentioned in the Service Agreement

During the probation period, if your performance /discipline is not satisfactory the management reserves the right to terminate your service without assigning any reason thereof or without any notice or notice pay thereof.

The management also reserves the right to extend the probation period if your performance is not considerably improved.

You would be required to mandatorily sign a service agreement as per standard company policy for security of information, IP rights and for other terms.

ENTAB New Delhi

Entab Infotech Pvt. Ltd.

B - 214, Okhla Industrial Area, Phase - I, New Delhi - 110 020, India
Tel: +91 - 11 - 4319 3333 (100 lines) E-mail : busicare@entab.in, Url : www.entab.in
CIN No : U72200DL2001PTC110768

entab

ENTAB/HR-571/19

22nd April 2019

Mr. Gade Jeevan 1171601302 8
Room No.306, Golden Palace Apts
Balaih Nagar, Alwal, Loyala College Road,
Secundrabad – 500 010

APPOINTMENT LETTER

Dear Mr. Gade,

With reference to your application and the subsequent interviews you had with us, we appoint you as a **Regional Coordinator** with effect from **22nd April 2019** on the following terms and conditions:

SALARY

Your starting salary will be **Rs 15,000/-(CTC)** per month **(applicable TDS, PF, ESI amount will be deducted).** Salary may be reviewed periodically subject to employee's performance. The Salary information needs to be kept Confidential and should not be discussed with anybody.

WORKING HOURS

Your working hours start from **8.55 AM** to **5.45 PM** with half an hour break a day spread from **1.00 PM to 1.30 PM.** Second and fourth Saturdays are not normal working days. However support and skeleton staff from all departments functions during these days based on the necessity.

PROBATION

You will be on a probation period of one year. You won't be eligible for experience / relieving certificate if you are leaving before completing the duration mentioned in the Service Agreement

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The management also reserves the right to extend the probation period if your performance is not considerably improved.

You would be required to mandatorily sign a service agreement as per standard company policy for security of information, IP rights and for other terms.

Entab Infotech Pvt. Ltd.
B-214, Okhla Industrial Area, Phase - I, New Delhi - 110 020, India
Tel: +91 - 11 - 4319 3333 (100 lines) E-mail : busicare@entab.in, Url : www.entab.in
CIN No : U72200DL2001PTC110768

UID-111716013032

2018 - 2019

CSE

Gmail

Naveen Kandukuri <naveennk3313@gmail.com>

*Confidential: IBM offer process update.

3 messages

Praveen Babu Kaniganti <prabakan@in.ibm.com> 4 June 2019 at 17:47
To: Praveen Babu Kaniganti <prabakan@in.ibm.com>

Hello!

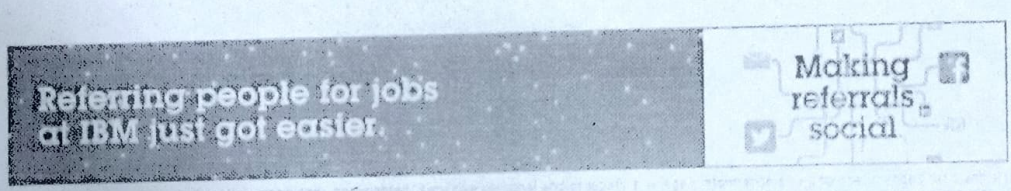
We are trying to onboard you ASAP, since there are a lot of candidates the date of joining may not be on the same day for all the candidates however, please reply to this email with your confirmation about your DOJ.

Your tentative DOJ may be at the end of 2nd week of jun.

NOTE: please reply as YES if you are available and can make it by 2nd week of Jun,

regards,

Praveen Babu K
Talent Aquisition
IBM Sales & Distribution, Human Resources
Tie-Line: 040-669-58496
e-mail: prabakan@in.ibm.com



Neither IBM India Pvt. Ltd. nor any of its subsidiaries (collectively 'IBM'), nor any authorized third party who assists with our recruitment process, ever ask candidates for 'recruitment', 'processing' or any other kind of fees in exchange for offer letters from IBM. Offer letters and other recruiting correspondence from IBM are sent from an official e-mail id and/or are printed on IBM letterhead with authentic signatures of appropriate IBM authorities.

Naveen Kandukuri <naveennk3313@gmail.com> 4 June 2019 at 19:52
To: Praveen Babu Kaniganti <prabakan@in.ibm.com>

Yes Sir, I would like to join ASAP. I'm available from 2nd week of june

On Tue, Jun 4, 2019, 5:48 PM Praveen Babu Kaniganti <prabakan@in.ibm.com> wrote:

BSc CS 2019.
UID:- 111716013033
2018-2019.
B.Sc
Computer Science and Engine

HGS
HINDUJA GLOBAL SOLUTIONS

Jun 16, 2019

HR/BP/0619/444166

Mr. Katam Rishi Joseph reddy
1-5-985/1 Citisen Colony Road No 4,
Alwal,
Secunderabad-500010

Letter of Appointment

Dear Katam,

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **Jun 17, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

S. Sai Prasad

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

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Annexure- I Terms and Conditions of your appointment:

1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.

1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.

1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc. shall be made on the salary month on month.

1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.

1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.

1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.

2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory

2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.

2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked

2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.

2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or 2 month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.

2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.

2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc

2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.

2.10 **Transfer:**

2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.

2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.

2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -

2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.

2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.

2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

3.1 **Working Hours –** The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 **Double Employment Prohibited:**

3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

3.3.2 You will not seek membership of any local/public body without obtaining prior permission of the management in writing in each case.

3.4 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.

3.5 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same the company reserves it's right to make the deductions in the available time frame in the on going year.

3.6 **Company Regulations:** You will be governed by the policies and the procedures in force from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.

3.6 **Verification:**

3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.

3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships, involvement in any other business ventures involving unlimited liability, personal liabilities in connection with business activities, and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act /omission attributable to you.

3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:

3.8.1 If during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or

3.8.2 In the event of unsatisfactory result of any of the Section 3.7 events;

3.8.3 In the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise.

3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.

4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -

4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.

4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.

5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.

6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.

7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company), either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.

8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and

8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;

8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.

8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company

8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.

8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.

9.0 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.

10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.

11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.

12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.

13.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining, You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.

14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act

15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

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ANNEXURE II - SALARY & ALLOWANCES

Candidate Name	Katam Rishi Joseph reddy		
Designation	Trainee Process Consultant		
Grade	PC 2	Location	Hyderabad
Components	w.e.f - DOJ	Monthly	Annual
	"A" FIXED		
Basic		4,596	55,152
House Rent Allowance		1,838	22,056
Shift Allowance		5,000	60,000
Skill Allowance		56	672
"A" Sub-total - Gross Pay		**11,490**	**1,37,880**
	"B" RETIRAL BENEFITS		
Advance against Statutory Bonus		383	4,596
Provident Fund - *Employer's Contribution*		552	6,624
Gratuity		221	2,652
ESIC Contribution - *Employer's Contribution*		564	6,768
"B"Sub-total- Retiral benefits		**1,720**	**20,640**
Total Salary Cost (A + B)		**13,210**	**1,58,520**
	"C" VARIABLE PAY		
Performance Incentives *(@ 100% of given achievement targets)*		1,000	12,000
Onetime Retention Bonus #		500	6,000
"C" Sub-total - Variable		**1,500**	**18,000**
Total Cost to Company (A + B + C)		**14,710**	**176520.00**
	"D" INSURANCE / OTHER BENEFITS		
Total Cost to Company : (A + B + C + D)		**14,710**	**176520.00**

Benefit / Scheme	Description	Value / PA
# Onetime Retention Bonus	A onetime retention bonus of Rs.6000/- is paid on your confirmation post 6 months of your joining. An additional amount of Rs 10,000/- on completion of 18th months.	**Rs. 16,000 p.a****
Performance Incentives	Will be paid every month on achieving process defined target goals as defined in table below.	**Rs. 12,000 p.a****
Subsidized Transport Service	An indicative cost of Rs. **24,000**/-Per annum towards transport subsidy is incurred by the employer for commuting between home to office and back. Facility to avail but no encashment is given if not availed.	**Rs. 24,000 p.a****
Group Insurance in Lieu of EDLI (Under PF Act)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:	**Rs. 6,02,000.00***
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	**Rs. 6,00,000.00****
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	**Rs. 1,00,000.00****
ESI Scheme	Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act.	**As applicable*p.m**
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	**As applicable***
Advance against provisional minimum statutory bonus	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land	**As applicable***
Provident Fund	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	**As applicable*p.m**
Income Tax	Appropriate Income tax would be deducted in the payroll every month.	**As applicable*p.m**
Professional Tax	If any as per the applicable rules in your state.	**As applicable*p.m**

Performance Incentive Ratings and Earnings Table:

Process Target achievement	Training period	>80-<85%	>85-<95%	>95-<100%	>100-<110%	>110%
PI Eligibility (%)	0%	50%	75%	100%	110%	125%
PI Eligible amount (Rs. p.a.)	0	6,000	9,000	12,000	13,200	15,000
PI Eligible amount (Rs. p.m.)	0	500	750	1,000	1,100	1,250

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Ltd

Katam Rishi Joseph reddy
Date:

As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and dependent parents

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2018-2019 On Campus.
CSE

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HR/CC/0519/416898

May 31, 2019

Vempati lalith

Letter of Appointment

Dear Vempati lalith,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 31, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

HINDUJA GLOBAL SOLUTIONS LIMITED
3rd Floor, Wing - B, Purva Summit, Survey No. 8, Kondapur Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad - Telangana - 500 084. Ph. +91- 40 - 4766 1234
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone 91-022 2496 0707 Fax 91-22-2497 4208. Website: www.teamhgs.com
Corporate Identity Number L92199MH1995PLC084610

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CSE

Mr Vijay Kumar Lingareddy
4-40,Bayyaram
Siddipet, Telangana
502278
India

East Park Terrace
Southampton
SO14 0YN
UK
www.solent.ac.uk

ID Number: 14985055
7th January 2020

Dear Vijay Kumar

MSc Computer Engineering

Thank you for your application to study at Solent University. The University is delighted to offer you an unconditional place on year 1 of the course as shown. The start date, duration and fee details are outlined below. Your attention is drawn to the conditions and guidance notes attached.

Course Title/UCAS No:	**MSc Computer Engineering**
Campus:	East Park Terrace
Start Date:	20 January 2020
Duration/Mode:	Two years/Full Time
University Contact:	Mrs Debbie House, +44 (0)23 8201 5066
Fee Status:	Overseas New Regime
Fee Details:	The tuition fees are £13,905.00 for the 2019/20 academic year.
Edexcel Registration Fees:	Not Applicable
Conditions:	Not Applicable

Your offer is based on academic entry. If you require a Tier 4 Student Visa to study in the UK you wi need to meet the UKVI requirement before a Certificate of Acceptance for Studies (CAS) is issued b the university. If you are required to undertake an English Language test as part of your conditions f a sub-degree course (i.e. foundation year) this will need to be taken at an UKVI approved Secur English Language Test Centre. Further information can be found on https://www.gov.uk/tier-4-general-visa.

If you are a government-sponsored student, please arrange for a letter of sponsorship/financia guarantee to be e-mailed to the income team at income.team@solent.ac.uk. Non EEA applicants wi be asked to pay a deposit of £3000 of the annual tuition fee or the full fees (if less than £3000) o acceptance of an unconditional offer and prior to receiving a CAS. This sum will be refundable only i an applicant is unable to secure the relevant UK visa (please refer to the Terms and Conditions). Livir expenses are additional to the course fees quoted above and are around £1015 per month.

Where it may impact on your student experience, you are encouraged to disclose any specific learnin difficulty, chronic or long term medical or mental health condition, physical or sensory impairment, o if you are on the autistic spectrum. Find out more at www.solent.ac.uk/access.

I would like to take this opportunity to wish you every success in any examinations you may be takin and look forward to welcoming you in January 2020. Should you require any further help o information prior to the start of the course, my colleagues and I would be pleased to help on the dire line number(s) quoted below.

Debbie House
Admissions and Enrolment Manager
Tel: +44(0)23 8201 5066 Email: admissions@solent.ac.uk

L. Vijay kumar.
1117160 13037. On campus
I.S.P.A. 2018-2019.
CSE

From: **Brij** <brijbhan.s@knoahindia.com>
Date: Fri, 14 Jun, 2019, 2:19 PM
Subject: Knoah Solutions - Awaiting for the Confirmation from Client on Batch Start Date
To: Brij <brijbhan.s@knoahindia.com>

Hello,

Greetings from Knoah Solutions!!

This is to inform you that your profile is on hold since we are still awaiting for a confirmation from the Client.

We'd get back to you once we hear from the Client on the batch start date.

You may keep your job search ON in this while and can join if you get an offer from any other Organization.

Good Luck!

Thank You,

Brij

Team HR

04044309780

Disclaimer: - This E-mail and any of its attachments may contain Knoah proprietary information, which is privileged, confidential, or subject to copyright belonging to Knoah. This E-mail is intended solely for the use of the individual or entity to which it is addressed. If you are not the intended recipient of this E-mail, you are hereby notified that any dissemination, distribution, copying, or action taken in relation to the contents of and attachments to this E-mail is strictly prohibited and may be unlawful. If you have received this E-mail in error, please notify the sender immediately and permanently delete the original and any copy of this E-mail and any printout.

1117160130 38
2018 - 2019

Gmail

Vamshi Krishna <vamshi0925@gmail.com>

Computer Science & Engineering

Infosys Limited

offer_update <offer_update@infosys.com>
To: "vamshi0925@gmail.com" <vamshi0925@gmail.com>

Tue, Mar 5, 2019 at 5:24 PM

Dear Vamshi,

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995707** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

UID-111716013039
On Campus - 2018 - 2019
CSE

genpact
Transformation Happens Here

Date: 7th March '19

Dear: Sathya Vamshi M.

Sub: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A
Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 2.28 LPA
2. Applicability of Location specific allowances may vary according to location and/or company policy.
3. Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

   (i) Date of Joining : To be updated Post Pre-Hire Orientation session

   (ii) Reporting Time : To be updated as per process requirements

   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation'), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement.'
5. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
6. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor incompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs).You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
7. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
8. This LOI shall be subject to;

   (i) You're clearing the final year graduation exams without any papers pending at the time of joining.

   (ii) Producing the original final year mark sheet.

   (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

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5 March '19

Sathya Vamshi M.

B.Sc. Comp Sci

o: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A
Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 2.28 LPA.
2. Applicability of Location specific allowances may vary according to location and/or company policy.
3. Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

   (i) Date of Joining : To be updated Post Pre-Hire Orientation session

   (ii) Reporting Time : To be updated as per process requirements

   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
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   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

9. The appointment letter issued to you, will, inter alia, contain the following terms

   i. A six month probation period during which either party may terminate the Agreement by giving30 day notice or s
   lieu thereof. Your services at the end of probation period shall be treated as confirmed unless specifically extended
   company in writing.

   ii. Recovery of training cost up to Rupees Seventy Five Thousand only (Rs. 75,000/-) in the event you leave the service
   the Company without serving notice as envisaged in the letter of appointment.

10. This Letter of intent will be valid for specified period and will come to an end automatically at the end of 30 days from the declaration of the final year result by the Institute/University. The Company reserves the right to modify this LoI any time at its sole discretion.

11. The Company shall, at its discretion, conduct background, reference and medical checks including screens for substance use as per company policy and this offer is conditional upon the result of such checks. In the event the results of such background / reference checks or screens for substance use are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time.

12. You agree and understand that this LOI is provisional and conditional subject to

    (i) Your fulfilling the above conditions and any other condition which Genpact may impose under its policies, and

    (ii) Genpact issues you a formal letter of appointment.

13. Genpact reserves the right to withdraw this LOI at any time before issuing the formal appointment letter.

Kindly sign & initial each page of this letter and return a copy in acceptance

Additional terms to Appointment Letter

You have assured the Company that you have given your final year graduation examinations in April 2019 (Month and Year) from Osmania University (University) and the results of the same are pending as on date. This offer is conditional upon your clearing the final year graduation examination without any papers pending and upon your producing the original final year mark sheet within 4 (please mentions the months) from the date of this appointment letter. This LOI is subject to honor post clearance of any pending / additional interview/test at the time of PHO/joining. In the event of your failure to comply the same, the Company may, in its sole discretion, revoke this offer at any time without prior notice.

With Warm Regards,
For Genpact India
Human Resources

M. Ramesh
Accepted & Agreed
Candidate

In case of any questions / clarifications regarding your appointment letter/joining/other queries,

Please contact us on _____ / 8074001950

Genpact India Private Limited
(Formerly known as Empower Research Knowledge Services Pvt. Ltd.)

DLF City, Phase V, Sector 53,
Gurgaon - 122002, Haryana, India.
T +91 124 283 2000
F +91 124 402 2674

CIN: U73100DL2005PTC307363
Regd. Off.: Delhi Information Technology Park, Shastri Park, GT Road, Delhi, India 110 053

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You agree and understand that this LOI is provisional and conditional subject to

(i) Your fulfilling the above conditions and any other condition which Genpact may impose under its policies, and

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With Warm Regards,
For Genpact India
Human Resources

M. Ramesh
Accepted & Agreed
Candidate

In case of any questions / clarifications regarding your appointment letter/joining/other queries,

Please contact us on _____/, 8074001952

Genpact India Private Limited
(Formerly known as Empower Research Knowledge Services Pvt. Ltd.)

DLF City, Phase V, Sector 53,
Gurgaon - 122002, Haryana, India.
T +91 124 283 2000
F +91 124 402 2674

CIN: U73100DL2005PTC307363
Regd. Off.: Delhi Information Technology Park, Shastri Park, GT Road, Delhi, India 110 053

Date: 7th March '19

Dear: Sathya Vamshi M.

Sub: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 2.28 LPA.
2. Applicability of Location specific allowances may vary according to location and/or company policy.
3. Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

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   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
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   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

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Letter of Authorization

To whom it may concern

I understand that GENPACT may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications.

I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references.

I authorize, without reservation, any individual, corporation or other private or public entity to furnish GENPACT and the outside background agency all information about me.

I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to GENPACT and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested.

Signed: M. Sathya

Name in Block Capitals: M. SATHYA VAMSHI

Date of Birth: 24-04-1999

Date: 7-3-2019

Commitment Sheet - Instructions

Dear Candidate,

Thank you for your interest in Genpact. As part of our assessment process, it is mandatory that you sign a "Commitment sheet".

This Commitment sheet captures the various aspects of a role and the related challenges/situations you may face with respect to doing the job if selected.

To ensure you have read the complete document, please ensure you:

1. Read the document carefully and respond to each statement
2. For each statement there are certain words that have been printed in **bold** and **underlined**. At the end of each statement, you need to write down the word/words on the side of the sheet.
   Example:

   Do I have any **concern** in travelling in non AC cabs or buses - the word **concern** needs to be written in the column with the heading **"Write the word that is in bold & underlined**.
3. If you have any additional information that you want to provide related to each statement, please add it in the Comments column

You will need to take a copy of the completed Commitment sheet with you when you attend the "Pre Hire Orientation" (PHO) with the business.

Post your Pre Hire Orientation session, please confirm if you want to join Genpact or not. It is in the interest of the company and you to be completely honest and realistic in your decision to accept the offer.

If you have any questions related to any of the statements and what they mean, please do ensure you get your doubts cleared.

Thank you,
Genpact Recruitment Team

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Annexure 1

1. Listed below are the documents that you need to furnish (in Photocopy) at the time of joining, Joining will not happen without these documents.

   A. Photo ID Proof – Please attach only one relevant document out of the following….
      i. Govt-issued ID Card Copy - Voters ID, Aadhar Card, Driver's License, Passport, PAN Card & Ration Card
      ii. 10th Class Certificate (with photo on it)
      iii. Affidavit (Original with Photo) duly attested by the Gazetted Officer
      iv. Bank Pass Book (with photograph) duly attested by Bank

   B. Date of Birth Proof – Please attach only one relevant document out of the following….
      i. PAN Card
      ii. Passport
      iii. 10th Class Certificate mentioning Date of Birth clearly
      iv. Driver's License

   C. Present, Permanent & Longest Stay Address Proof – Please attach only one relevant document out of the following for each Address mentioned in the Background Check Details form….

      i. Govt-issued ID Card Copy - Voters ID, Aadhar Card, Driver's License, Passport, PAN Card & Ration Card
      ii. Affidavit (Original with Photo) duly attested by the Gazetted Officer
      iii. Bank Pass Book/Statement with Address & Latest Entry Page (within 3 months)
      iv. Residence certificate by Tahsildaar or other govt. body
      v. Postpaid connection bill
      vi. Utility Bill (Electricity/Water/Landline Bill/Property Tax/Gas bill or slip – within 3 months) – Self or parents, in laws if married for female employees
      vii. Rent Agreement – Self or parents, in laws if married for female employees

   D. Qualification Proof – Please attach Highest Completed Education certificate (Final Year/All Semester/All Year Clear marks-sheet or Degree certificate clearly stating course completed by the Candidate) with Clear Roll No. OR Registration No.OR Enrollment No. OR any College/University ID. No

   E. Experience Proof – Please attach Relieving Letter and any of the following Documents for each employment declared in Background check form…clearly mentioning Start & End Date of Tenure for each employment
      i. Appointment Letter of Last Company + Last 3 months' Salary Slips or
      ii. Resignation Acceptance Letter or
      iii. F&F (Full & Final) Settlement Document

2. In addition to the documents mentioned above, you are requested to provide the following documents & informatio. Please ensure that these documents and information are available with you on your date of joining.

   Documents

   1) Updated Resume
   2) Professional Relieving Letter from previous employer (last employment)
   3) Nationality Proof (Voters id, Passport, Driving license or any government approved proof indicating nationality)
   4) 3 recent Passport size Photographs.
   5) If your salary is less than or equal to 1,80,000/- p.a, (CTC minus Employer's PF Contribution) you will need to enroll for ESIC (Employee State Insurance Corporation) which is a Govt. regulation thereforeplease carry;

   - Your 3 Post card size (4X7) photographs (Copies of the same photograph)
     Or
   - If you would like your family covered – Family group Photograph of immediate family (4X7, 3Copies of the same photograph), only members in the photo will be covered, Photos should beclear and have only your immediate family who are your dependents.

   6) Documents required for PF enrollment
      1. Names & Date of Birth of Family members you would want to mention as nominees for the provident Fund Scheme
      2. If already a member of a provident fund (PF) scheme with previous employer, then;

   - Previous Employer's name
   - Provident Fund account number from your previous employer
   - Universal account number provided by your previous employer
   - Date of joining and exit from previous employer
   - Adhaar card copy

With warm regards,

For Genpact Authorized Signatory

Accepted and Agreed

Candidate

Computer / Guide 2018-2019

UID-111716013040
On Campus - 2018-2019
CSE
Computer Science and Engin.

Ref: TCSL/DT20185016553/1222031/Hyderabad
Date: 19 July 2019

MR. BHANU PRAKASH NATAKARI
H No 2-43 Majeedpur,
Bawarchi Hotel, HYDERABAD,
TELANGANA-500078.
Tel# 919640080576

Sub: Joining Letter

Dear Mr. Bhanu Prakash Natakari,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **26th August 2019** and your training location is **Hyderabad** . This has been provided considering your preference and business requirements.

Kindly report at the address shared below by **08:30 AM** on the date mentioned above.

Tata Consultancy Services Ltd
Survey No.109,110 & 111/2,
Nanakramguda Village, Serilingampally Mandal, R R District,
Hyderabad, Telangana-500032.
(Route map of the TCS Xperience Program Center can be viewed on TCS NextStep>> ILP Corner>>ILP Centres)

Contact Person: Mr. Nirupam Biswas
Phone: 914067892999
Email Id: biswas.nirupam@tcs.com
(Contact Hours: Monday - Friday, 9 AM to 6 PM)

TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is designed to nurture professionalism and inculcate a process mindset. This program gives a thorough understanding about the vision, mission, values and processes of TCSL and builds the necessary skills required for globally competent professionals.

The duration of your TCS Xperience Program is based on business requirements.

The program will have assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

Your TCS Xperience Program location would be the same as your base branch and hence this program will be conducted as a non-residential program at the said location. You are advised to make your own arrangements for accommodation and transport. Travel expenses to the location of TCS Xperience Program will not be reimbursed.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You also have to fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Akruti Business Port Gateway Park Road NO 13 MIDC Andheri Mumbai 400 093 India
Tel 91 22 6779 6868 Fax 91 22 6779 6855 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai 400 021

We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

Damodar Padhi
Vice President & Global Head - Talent Development

Click here or use a QR code scanner from your mobile to validate the joining letter

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Akruti Business Port Gateway Park Road NO 13 MIDC Andheri Mumbai 400 093 India
Tel 91 22 6779 6868 Fax 91 22 6779 6855 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai 400 021

2018 - 2019

e- N. Bhanu prakash

ID - 111716013040

Class - DCS

Dept - BSc. computer science & Engg

CGPA - 7.04

placement : Received offer letter from TCS.

proof submiting : Yes,

Mobile - 9640080576.

TATA

BSC Comp Sci

Offer: Computer Consultancy
Ref: TCSL/DT20185016553/Hyderabad
Date: 27/02/2019

Mr. Bhanu Prakash Natakari
H No 2-43Majeedpur,
Bawarchi Hotel,
Hyderabad-500078,
Telangana.
Tel# -

Dear Bhanu Prakash Natakari,

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 **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,93,158/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer you will be issued 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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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

Gmail

Vamshi Krishna <vamshi0925@gmail.com>

Fwd: Infosys Limited

Pavan Agarwal <pavanagarwal12880@gmail.com> Mon, Jun 10, 2019 at 1:21 PM
To: vamshi0925@gmail.com

Computer Science Engg

2:1 LPA

——— Forwarded message ———
From: **Pavan Agarwal** <pavanagarwal12880@gmail.com>
Date: Tue 5 Mar, 2019, 11:16 PM
Subject: Fwd: Infosys Limited
To: Chilumula Tarun <tarunchilumula@gmail.com>

——— Forwarded message ———
From: **offer_update** <offer_update@infosys.com>
Date: Tue 5 Mar, 2019, 5:21 PM
Subject: Infosys Limited
To: pavanagarwal12880@gmail.com <pavanagarwal12880@gmail.com>

Dear Pavan,

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

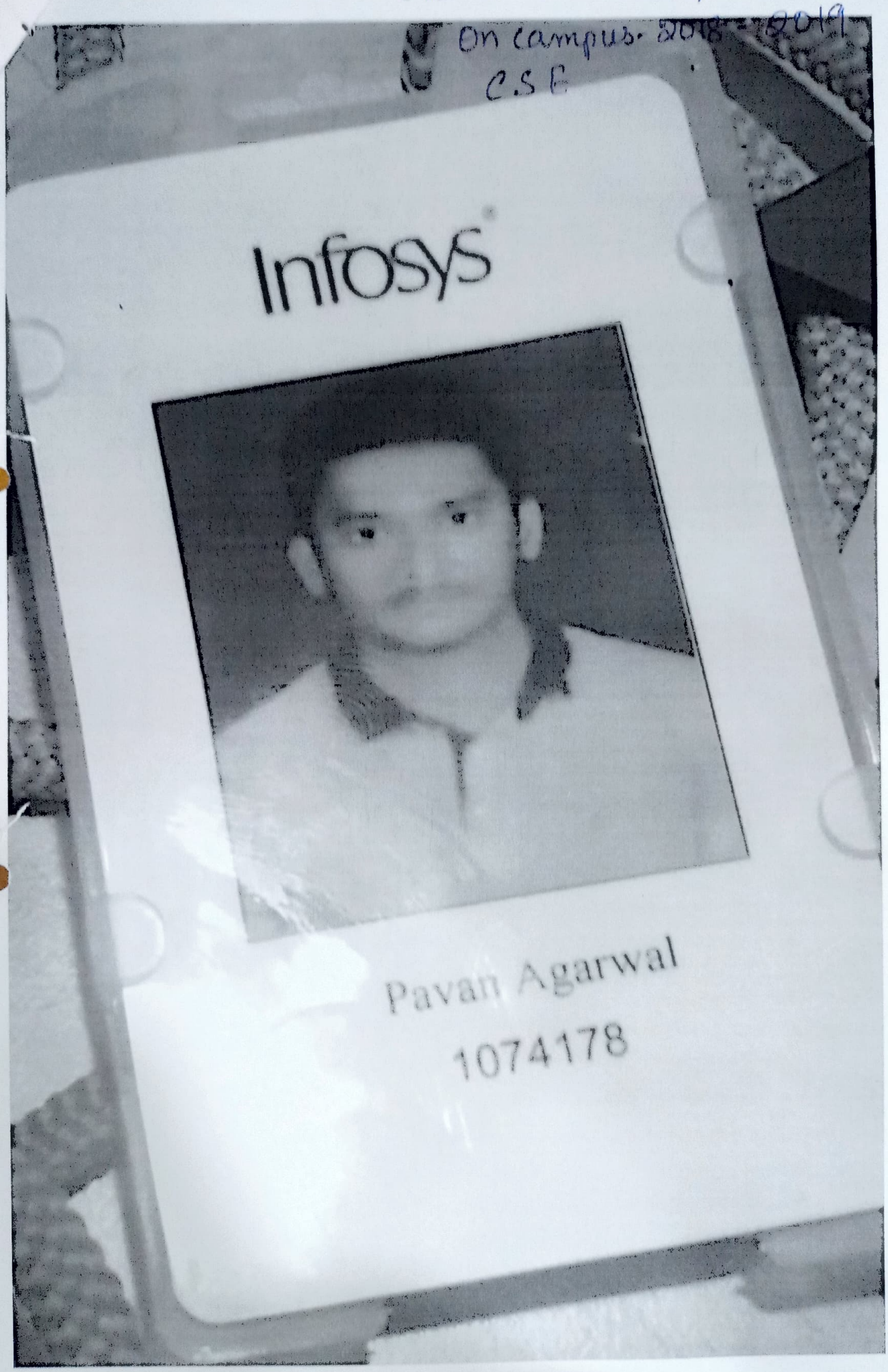
Please note **12995613** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.

UID-1117160130 44

On campus. 2018 - 2019
C.S.E



VID:-1171601304#5

2018-2019

B.Sc. Cs. 2.5 LPA

Capgemini Technology Services India Limited
(*Formerly known as IGATE Global Solutions Limited*)
IT 1, IT 2, Airol MIDC, Thane - Belapur Road,
Navi Mumbai – 400708, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Date: April 1, 2019

Ref No: HR/Campus/LO201972318/1

Pitla Sharath Kumar
LOYOLA ACADEMY DEGREE AND PG COLLEGE

Letter of Intent ("LOI")

Dear Pitla Sharath Kumar,

With reference to your interview conducted by us at **IARE, Hyderabad**, we are pleased to inform that you have been shortlisted for the position of **Associate** and **A3** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.

2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.

3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

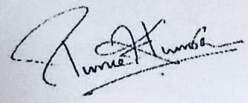
The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Pitla Sharath Kumar

Associate and A3

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 2,50,000/- (Rupees Two Lakhs Fifty Thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Signature: P. Sharath Kumar

Candidate Name: Pitla Sharath Kumar

Date: 05/04/2019

UID-1117160130485
On Campus - 2018-2019
CSE

Candidate ID: 2332023 /325915,

Date of Joining: 07/18/2019,

Joining Location: Bangalore,

Designation: Software Associate,

Dear Sharath kumar Pitla,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

1.	Welcome Address
2.	Verification of master data sheet, which contains your detailed information.
3.	Verification of joining documents*
4.	Receipt of employee handbook and visitor-cum-bus pass
5.	Submission of signed documents
6.	Receipt of hard copy of offer letter
7.	ID cum access card formalities
8.	Bank account opening formalities
9.	Meeting the buddy

Please report by 8:30 am at Bangaloreoffice, for joining formalities as per the address mentioned below:

Address

Capgemini Technology Services India Limited,

164, 165, EPIP Phase II, EPIP Industrial area, Whitefield,

Bengaluru – 560066, Karnataka.

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 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) 10 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) AADHAR 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) Shop License
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.

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.

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15 AM IST, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 2332023 /325915,

07/12/2019,

Sharath kumar Pitla,
house no 7, plot no38, Subhashnagar

India

Confidential

Dear Sharath kumar Pitla,

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 **07/18/2019** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Software Associate/A3**

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

C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 250,011 (Rupees Two Lakhs Fifty Thousand and Eleven only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

Name

Software Associate

Total Cost to Company (CTC). **Rs.250,011**

Monthly Components	**Per Month**	**Annualized**
Basic	Rs. 10,000	Rs. 120,000
House Rent Allowance		
Other Reimbursements & Allowances#		
Personal Allowance	Rs. 4,469	Rs. 53628
Advance Statutory Bonus	Rs. 2,980	Rs. 35,760
Gross monthly salary	**Rs. 17,449**	**Rs. 2,09,388**
Statutory payments ++		
Capgemini's contribution to PF ++	Rs. 1,736	Rs. 20,832
Gratuity (accrual only)	Rs.481	Rs.5,772
Total Fixed Compensation	**Rs. 19,666**	**Rs. 2,35,992**
Total Cash Compensation	**Rs. 19,666**	**Rs. 2,35,992**
Benefits		
Medical, Accident & Life Insurance Premium		**Rs. 7,215**
Capgemini contribution to ESI	**Rs. 567**	**Rs. 6,804**
Total Cost to Company		**Rs. 250,011**

You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	**Annualized**
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

Notes:

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

2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.

3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone 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.

4. 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.

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

++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that 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 email communication, about any changes/ modification to statutory payment.

++ Employee's contribution towards PF and ESI will be made from the monthly salary. If employee moves out of ESI coverage on account of his/her salary crossing the defined threshold, deduction of employer and employee's contribution would continue up to the ESI contribution cycle defined by law.

** This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

D.) 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- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.

3. ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the above-mentioned compensation.

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.

E.) 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.

F.) Probationary Period:

1. You will be on probation for 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.

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

H.) 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 fifteen (15) 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 degree marks sheet and/or certificate, 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 << 30th September 2019 >>, 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 will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In 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 Back ground verification link given along with the welcome mail of the offer.

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, 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.

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

J.) The Company's address for sending notice in relation to your employment is as below:

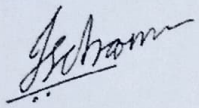
Kind Attn:	Head - Human Resources
Address:	Capgemini Technology Services India Limited, Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi Mumbai, Maharashtra 400708
Email:	hremployeeservices.in@capgemini.com

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



Jaideep Chavan
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: Sharath kumar Pitla

Date: 07/12/2019

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 anytime 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 anytime 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 person 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, 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 you 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.) <u>Retirement</u>

(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.) <u>Notice Period/Termination</u>

(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.) <u>Effects of Cessation of Employment</u>

(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 alongwith 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 inCompany'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:

HRD/2T/12995708/19-20

Mr. Sharath Kumar
Candidate ID: 12995708
Plot No3, Bob Colony Bhudevinagar,
,Secunderabad
Hyderabad - 500015
Telangana
India
Ph: (91) 88856 70941

September 12, 2019

Dear Sharath,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

HRD/2T/12995708/19-20

Mr. Sharath Kumar
Candidate ID: 12995708 September 12, 2019
Plot No3, Bob Colony Bhudevinagar,
,Secunderabad
Hyderabad - 500015
Telangana
India
Ph: (91) 88856 70941

Dear Sharath,

Congratulations! We are delighted to make you an offer **as Operations Executive - Trainee** and your role is **Operations Executive** in the **IT Operations** Career Stream**.**

Here are the terms and conditions of our offer:

Joining date

Your scheduled date of employment with us will be **November 4, 2019.**

Location

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

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

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

Training Period

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

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year. An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

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.

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport & Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I.

Ex - Gratia / Bonus

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

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

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200.** The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice

Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India".

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2018-2019. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the intranet ‘Sparsh’. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure II).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

Your employment will be governed by the rules, regulations and policies of the Company.

The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Enclosures: Annexure - I (Compensation)

ANNEXURE –I
(Compensation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Sharath Kumar**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	**136**

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	30,000 (With Security) 20,000 (Without Security)	7%	24	Nil
SALARY LOAN (Subject to submission of Trainee Agreement)	12,000	Nil	12	Nil

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

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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is Applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

UID- 111716013050

ON Campus- 2018-2019

CSE
Computer Science.

Gmail

haneesh yerramsetty <haneeshyerramsetty05@gmail.com>

HGS – Confirmation of Employment

2 messages

HGS Talent Acquisition <TalentAcquisition@teamhgs.com> Thu, Feb 7, 2019 at 5:31 PM
Reply-To: Shawan.Sur@teamhgs.com
To: haneeshyerramsetty05@gmail.com



Hi Haneesh yerramsetty , 111716013050 – 1.63 P.A.

Congratulations and Welcome to the HGS Team!

To view/download your Offer Letter, please log in to HGS career website http://careers.teamhgs.com/#/login using the below credentials.

Username: haneeshyerramsetty05@gmail.com
Password: HC202

Once you have gone through the Offer Letter, please accept/decline the offer from the candidate portal.

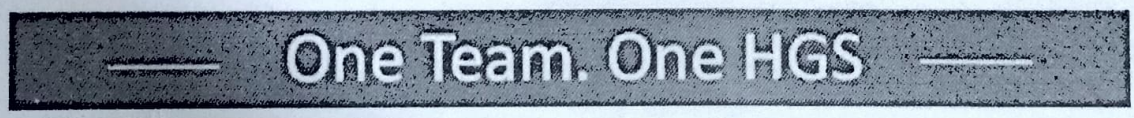
You have been scheduled for a meeting with the HR Manager on [onboarding date, onboarding time] to complete your offer process.

Your contact person is Shawan Sur and 7044089234
Office Address – [{WorkLocation}], Hyderabad

We are all here to support you! During your first few weeks, you will be meeting with trainers, co-workers, and members of your leadership team. Please let them know what you need to be successful in your new role!

Again, welcome to the team! If you have any questions prior to your start date, please call me at any time, or send me an email, if that is more convenient. Welcome aboard!

Kind regards,
Shawan Sur
Recruitment Team – Hyderabad
Hinduja Global Solutions



haneesh yerramsetty <haneeshyerramsetty05@gmail.com> Sat, Jun 29, 2019 at 12:38 PM
To: navya.poola@gmail.com

[Quoted text hidden]

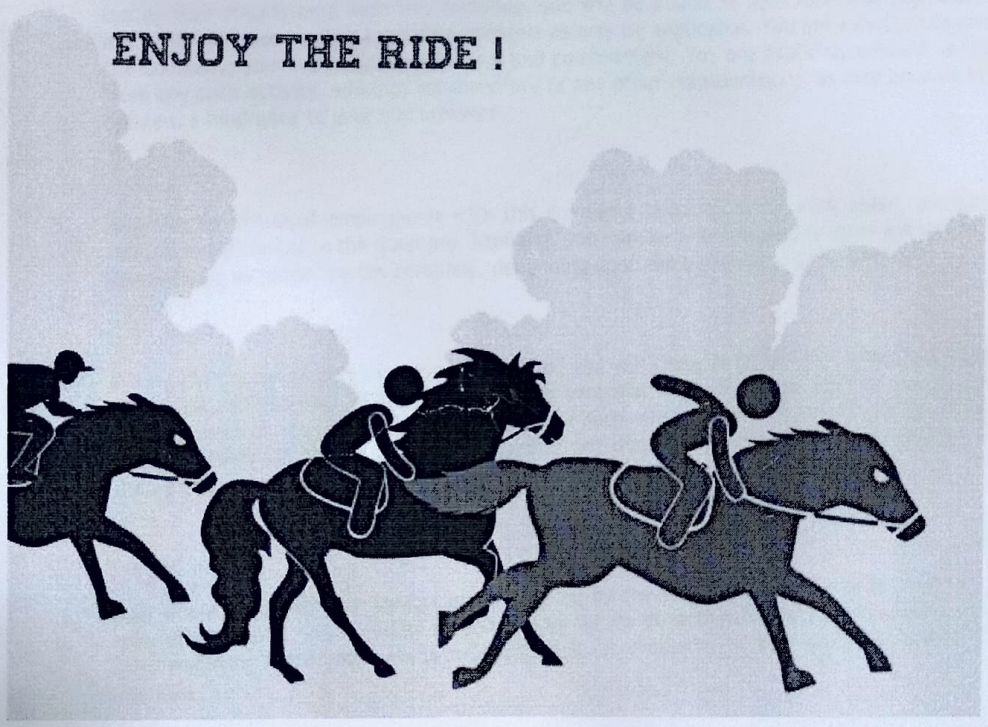
Cloud4C
TIER 4 CLOUD

RACE AHEAD IN LIFE

Getting ahead in life may mean many different things to different people.
At Cloud4C for us,it's about dreaming big and making it big.
It's about being successful while having fun.
it's something that's derived from constant practice, learning, and growth.

Welcome to Cloud4C !

ENJOY THE RIDE !



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2018 - 2019

Cloud4C
TIER 4 CLOUD

June 18th 2019

To

CSE Eng

Khushbu,
Hyderabad.

OFFER LETTER

Dear **Khushbu,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"Cloud4C Services Pvt. Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs.2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for **Six** months.

6. Your appointment and the employment will be subject to your being and remaining **medically fit.** It is necessary for you to get medically examined, as and when required by the company.

7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

   (a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

    (i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related pa3rties or clients of the Company who have been customers or clients of the Company.

    (ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

Cloud4C
TIER 4 CLOUD

12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

13. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

14. You will receive your job profile in due course of time.

15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

Cloud4C
TIER 4 CLOUD

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Khushbu
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213504**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	200000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

BSc ET

111716015001
2018.2019
B.Sc ET

26th February 2019

Preliminary Offer Letter

To,
Ankita Rai
B.sc (Electronics)
Loyola College

Dear Ankita,

We are pleased to offer you the position as described below with Fitkids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of offer stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as part of the **"GAIT"** program as **"CREATIVE MOVEMENT SPECIALIST" – at Hyderabad.**

Your role will include the following responsibilities among others:

1. Being responsible for delivering the **GAIT** program in the assigned schools.
2. Liasoning with the coordinator and class teachers in schools to deliver the **GAIT** program and ensure seamless and smooth delivery of the program in conjunction with the school.
3. Responsibility for maintenance and upkeep of all GAIT equipment.
4. Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student.
5. Creating reports for parents, school management, and FitKids management.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence tentatively on or before **May - June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Detailed explanation of benefits that you are entitled to avail and the terms and conditions of your employment will provide you on your day of joining. Kindly confirm your acceptance to the same by signing on this offer letter.
You are requested to accept the offer through an acknowledgement on or before **28th February 2019**
Your offer is valid on your completion of graduation.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

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E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

* Retention Bonus of Rs12,000/= will be paid on completion of 12 months of service from date of joining. This is a one-time payment.

***Note- The organization may change your job location owing to business requirements**

This cost to company includes all the variables and benefits given to you, this will include **Base Salary + Variable Salary + Benefits**

Base Salary is divided into Basic + Dearness Allowance + HRA (House Rent Allowance) + Conveyance + Medical Allowance + Provident Fund.

Variable Allowance includes City Allowance + After School +School Head + Displacement Allowance (This is a Dynamic component and will change with Location and any additional responsibilities) & Attendance Bonus and Statutory Bonus.

Benefits Pay includes Provident Fund, Gratuity and ESI.

* Salary pay-out will happen on or before the 10th of every Month

Travel & Conveyance:

- Reimbursements for work related travel or courier expenditure accrued by you shall be made which are official expenses outside the normal scope of work. You will be required to retain all the invoices, vouchers etc. and submit the same to the accounts department in order to claim reimbursement.
- You shall be entitled to claim reimbursement at the end of each month before the 25th.
- Reimbursement of Travel expenditure to the work place from home, either to office or school is not allowed once the training period is complete. Travel to and from the training venue during the training period is not allowed for claims for both out station and in station candidates.

Training

- We will provide adequate training – one annual as well as on-going. You should be available at all times for the same.
- In case if you leave the job within Eleven Months from the date of joining, you have to Reimburse the Training Cost invested on you by the company.

fitkids
Fitkids Education and Training Pvt Ltd
No 73/1, Millers Road, Near Vikram Hospital
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Bangalore 560052

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CIN: U80211KA2010PTC052190

Working Hours, Leaves & Holidays:

You will observe a Six day working and working hours are as per the schedule of the company. The Company provides paid leave in a calendar year. In addition to the Vacation leave of 15 Days per Calendar Year, the Company announces its Festival and National Festival holidays on a yearly basis. **A list of the Festival and National Festival holidays, 06 Sick Leaves, 04 Planned Leaves and 15 Vacation leaves will be made available to you.**

Sincerely,

For Fitkids Education and Training Pvt Ltd

Agreed and Accepted:

Authorized Signatory
Human Resources

Name: .....

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Enclosures:
Annexure I: Explanation of Benefits & Schemes

ANNEXURE I

EXPLANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:
The following is an explanation of the benefits currently made available to full time employees of the Company. Your Salary will include the cost to company which is Base Salary + Variable Salary + Benefits. The Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any of the benefits summarized below, either in whole or in part, at any time with or without prior notice or consent.

You will be paid an all-inclusive Cost to Company Annually Compensation (CTC) **Rs.,2,23,260.00 Per Annum (Rupees: Two Lakhs Twenty Three Thousand Two Hundred Sixty only) per annum .**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 7,976	₹ 95,712
HRA	₹ 2,147	₹ 25,766
Conveyance Allowance	₹ 1,074	₹ 12,883
Medical allowance	₹ 1,074	₹ 12,883
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
Special Talent	₹ 500	₹ 6,000
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 1,086	₹ 13,026
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 749	₹ 8,989
Total CTC {A}	₹ 17,605	₹ 2,11,260
Retention Bonus {C}	₹ 1,000	₹ 12,000
Total CTC (A+B+C)	₹ 18,605	₹ 2,23,260

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

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Sincerely,

For Fitkids Education and Training Pvt Ltd

Agreed and Accepted:

Authorized Signatory
Human Resources

Name: .....

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Total CTC {A}	₹ 17,605	₹ 2,11,260
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Total CTC (A+B+C)	₹ 18,605	₹ 2,23,260

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

APPOINTMENT LETTER

31 August, 2022

Dear **B. Suryakumari,**

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-TG-Hyderabad.** However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 64400**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

4. **Leaves:**
You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

5. Term:

Employment period shall commence on **2 September, 2022** and You will join as a confirmed employee.

1. Your employment with the Company shall be terminable, without reasons, by either party giving two-months notice .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. .
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

6. **Retirement:**

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

7. **Confidentiality:**

1. During the course of its business, the Company is required to keep confidential, the information about its Customers and itself and for that purpose to ensure the same from each employee assigned to perform services for the Company/its Customers and each employee who obtains or is in a position to obtain any information or materials.
2. During the normal course of business, it may be imperative to record / monitor all calls made by you in order to assess quality, as applicable. This clause by no means would impede upon your working ability / capacity and should be taken in light of company procedures and policies.
3. You shall therefore regard and preserve as confidential all information related to the business and activities of the Company as well as its Customers, their clients, suppliers and other entities with whom they do business which may be obtained by them from any source or may be developed as a result of any of the said agreements with the Company's Customers. You shall hold such information in trust and confidence for them and not disclose any such information to any person, firm or enterprise, or use any such information for your own benefit or the benefit of any other party, unless authorized by the Company.
4. You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.
5. You acknowledge that the information, observations and data concerning the Company and/or the Customers provided to you, is and shall continue to be the property of the Company and/or its Customer's, as the case may be and that you shall not be entitled to any right or license in relation to the said information, nor shall you copy, reproduce, publish, distribute, adapt, modify or amend any part thereof, without the prior written consent of the Company/the Customers, as the case may.
6. You are not a party to or aware of any agreement, obligation or restriction that prevents or prohibits you from complying with these obligations and you agree to take any other steps reasonably required and/or appropriate to ensure compliance with the obligations set forth herein.
7. You understand that if you threaten to or actually breach or fail to observe any of the obligations set forth in this Clause, Company will be subject to irreparable harm, which will not be adequately satisfied by damages and you therefore agree that the Company shall be entitled to injunctive relief and/or any other remedies permitted, to ensure and enforce your compliance with these obligations in the unlikely event you do not comply with them; provided, however, that no specification herein of any a particular legal or equitable remedy shall be construed as a waiver, prohibition or limitation of any legal or equitable remedies available to the Company.
8. You shall deliver to the Company upon cessation or termination of your employment, or at any other time the Company may request, all memoranda, notes,

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

plans, records, reports, computer tapes and software and other documents and data (and copies thereof) relating to the said, or the business of the Company or any affiliate or its Customers which you shall then possess or have under your control.

You agree that, notwithstanding the cessation or termination of your Employment, the confirmations and undertakings under this Clause shall always continue in full force and effect.

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

8. NONCOMPETE

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to information of key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (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 Wipro during the six (6) months preceding the date of separation

9. **Whilst employed by the company, you:**

1. Will not engage in any external activities of a commercial nature
2. Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
3. Will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your supervisor.
4. Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
5. You agree that you shall not directly or indirectly, share, discuss your compensation details, in full or part, with any person in or outside the organization other than those authorized to do so.
6. Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

Other Provisions

1. **Language**. This appointment letter was originally drafted in the English language. If it is translated into any language other than English, the provisions of the original English language version shall control in the case of any asserted conflict in terms.
2. **Governing Law**. This appointment shall be governed by and interpreted in accordance with the laws of India.
3. You shall be governed by the “Service Agreement” as applicable to you

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

It is understood that your date of joining **Wipro Limited**, will not be later than**2 September, 2022** failing which this offer will automatically stand revoked without any further notice. Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

We wish you a long and mutually beneficial association with us.

Yours faithfully,
For Wipro Limited.



Sandesh Kumar
General Manager - Talent Acquisition

I accept the terms of this letter.

Signature: **E-Signature Signature**

Date: **E-Signature Date**

Name: B. Suryakumari

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

ANNEXURE I

Name	**B. Suryakumari**
Designation	**Associate**
Date Of Joining	**2 September, 2022**
Level	**AA**
Basic	**64400**
House Rent Allowance	**32200**
Bonus	**16800**
WBP	**28721**
PF	**11162**
Gratuity	**3098**
ESI	**4619**
Target Cost To Company (per Annum)	**161000**

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

ANNEXURE II

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 dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with Wipro.
Noted below are a few examples of 'conflict of interest':

1. 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 securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. 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 the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as 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.
4. 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.
5. 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 and understood 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 inform top management.

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

ANNEXURE III

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **B. Suryakumari**, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

1. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
2. Processing my job application including background verification checks and medical checks
3. 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 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, relating to me that is available with Wipro and is capable of identifying me.

Name: B. Suryakumari

Signature: E-Signature Signature

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87

ANNEXURE IV

CONSENT FOR RANDOM OR REASONABLE SUSPICION DRUG TEST

I am aware that Wipro has a policy which stipulates that employees while at work cannot be under the influence of any narcotic drugs, psychotropic substances and/or alcohol so as to ensure a healthy work force. To ensure the adherence of this policy, Wipro might be required to collect specimen of employee's hair, urine, blood, or any other relevant bodily sample, as may be required (hereinafter the "Sample") and submit it for drug test screening (hereinafter "Test").

I hereby **B. Suryakumari**, consent to allow Wipro Limited (hereinafter "Wipro") to collect Sample from me for the Test.

In furtherance of the above stated:

1. I understand that the Test shall be conducted on random basis without any prejudice to anyone.
2. I authorize Wipro to share the Sample with Wipro's authorized vendor for the purpose of processing the Sample and making the result available to Wipro.
3. I understand that Wipro provides adequate security measures to safeguard the information resultant from the Test and all other personal data associated with it.
4. I understand that neither Wipro nor any authorized third party under clause (3) above shall retain the data collected in respect of the Test for period no longer than as required for statutory purposes and the data shall be suitably destroyed thereafter.
5. I understand that Wipro is entitled to initiate suitable actions against me including but not limited to disciplinary action based on the Test results.
6. I understand that Wipro may notify and publish the information resultant or ancillary to the Test if obliged under law to do so.

Name: B. Suryakumari

Signature: E-Signature Signature

Place: IN-TG-Hyderabad

Date: E-Signature Date

For more details please refer to the policies on **myWipro > App Store > Information > My Policies > India**

Signed by B. Suryakumari | bhethalum456@gmail.com | 01-09-2022 05:28:44 PM IST | 122.175.18.87



Hi Nikitha Gundala!
Congratulations on your decision to join Accenture!
We are very excited to have you join our team!

Your official start date might be days or even weeks away, but you do not have to wait to begin your journey with Accenture. You can get started right now.

Start by exploring **Countdown to Accenture** your personalized guide to learn what you can expect from your Accenture career. Login using your personal email address as the username. If you do not remember your password or if you are logging in for the first time and need to set up a password, click **here** to generate a new password per the instructions on the login page.

If you have any trouble viewing this invitation or accessing the link above, please visit the **Frequently Asked Questions** page.

G

genpact
Transformation Happens Here

Date 7/Mar/19

111716015005

Dear Kothapata Keesathama

B.Sc- Electronics

Sub: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as PA
Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 1.8.

2. Applicability of Location specific allowances may vary according to location and/or company policy.

3. Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you, the following has been agreed upon.

   (i) Date of Joining : To be updated Post Pre-Hire Orientation session

   (ii) Reporting Time : To be updated as per process requirements

   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."

5. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.

6. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor incompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.

7. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.

8. This LOI shall be subject to;

   (i) You're clearing the final year graduation exams without any papers pending at the time of joining.

   (ii) Producing the original final year mark sheet.

   (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

Cognizant

111716015006
2018-2019
B.Sc ET

ET

30-May-2019

Dear Mala Kumari,
B.Sc., Electronics
Loyola Academy

Candidate ID – 12941977

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** 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.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 19,750/-** 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:**

FACTSET 〉 SEE THE ADVANTAGE

8/09/2021

Pravallika Peddasetty
H.no- 1-81/10, Bhavani Nagar
Parvathapur, Uppal,
Hyderabad-500098.

Offer of Employment

Dear **Pravallika**

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Research Analyst, Sales Operations** with effect from **20 September, 2021** . You will be based in our **India, Hyderabad, DVS, SEZ-3 - Orion B4,5; FL 8,10 (Hyderabad - Divyasree 2)** office. We extend this offer and the opportunity with great confidence in your abilities based upon your credentials and the information shared during your interview. We feel that you will be able to make an outstanding contribution to our organization.

Your annual Cost to the Company is **2,57,700** and will be subject to statutory and other deductions as per employer policies and practices.

The details of your compensation breakdown are provided in the **Annexure A**.

Your compensation details are confidential and you may discuss it only with the undersigned 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 organization.

Your employment with us will be governed by the Terms & Conditions as detailed in **Annexure B.**

Please provide your response indicating your acceptance of our offer as per the terms and conditions

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YOUNGMINDS®
TECHNOLOGY SOLUTIONS PVT. LTD.
An initiative by takeoff group

TCOAP CII NASSCOM

CIN : U72200AP2013PTC089436

OFFER LETTER

21/October/2021

To
Tejaswini V,
#4-36,
Gramapanchayathi,
Balanagar,
Mahabubnagar,
Telangana - 509202

Dear Tejaswini V,

This letter is to confirm as per our discussions. We are offering you a position as **"Software Trainee"** with **YOUNGMINDS TECHNOLOGY SOLUTIONS PRIVATE LIMITED,** having its Office at No. 303 & 304, AVR Complex, Balaji Colony, opp: S. V. Music College, Tirupati- Andhra Pradesh - 517501, India. We are pleased to inform you that you can join us full-time from **21/10/2021.** The details of our offer are set out in this letter and in the Standard terms and Conditions of Employment, which are attached as Annexure A hereto.

1. COMMENCEMENT OF EMPLOYMENT

1.1 You will be utilized by the Company at Tirupati with the training period of 3 months with stipend up to 5,000/- based on your performance and your employment will impact from **21/10/2021.** Your expected set of responsibilities and general obligations will be those that are consented to amongst you and the Company and such further obligations and duties as the Company may delegate to you every once in a while.

1.2 You will answer to the individual who the Company will illuminate you late or such different people as might be appointed by the every once in a while.

2. REMMUNERATION

2.1 Your annual CTC will be 1,68,000/- as per Annex – B from post completion of training period and yearly hike will be on performance based.

2.2 The Compensation Package would be liable to the typical derivations for assess and different commitments regularly to be withheld by a business under Indian laws.

2.3 All sensible costs of doing business caused by you in completing your obligations should, upon submission to the Company of written evidence of such expenses/requisite bills and vouchers to the satisfaction of the Company, be paid or reimbursed by the Company to you on a monthly basis.

Regd. Office:
1st, 3rd & 4th Floor, AVR Buildings, Opp. S.V. Music College,
Balaji Colony, TIRUPATI - 517 501. Andhra Pradesh. INDIA

Call @ 0877-2261612 | 9966062884
hr@ymtsindia.com
www.ymtsindia.com

B.Sc - ET 2018-19

11716015014
2018-2019
B.Sc ET

ET

Feb 12, 2019

HR/S/0219/416687

Bishal baraily
QTR NO-60 TYPE-2 BLOCK-J CISF NISA HAKIMPET,
Ranga Reddy-500078

Letter of Appointment

Dear Bishal baraily,

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

4.1 Proof of age;
4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
4.3 Appointment & Relieving letter of your previous employer, as applicable;
4.4 8 (eight) passport sized photographs;
4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
4.6 Photocopy of Passport, if available.
4.7 Photocopy of your Aadhaar Card with number
4.8 PF No. / UAN (Universal Account Number) of previous employment.
4.9 ESIC Number of previous employment.
4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.

1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.

1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.

1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.

1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.

1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.

2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory

2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.

2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked

2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.

2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **2 month's** notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.

2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.

2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc

2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.

2.10 **Transfer:**

2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.

2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.

2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -

2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.

2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.

2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 **Double Employment Prohibited:**

3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

Annexure- I Terms and Conditions of your appointment:

1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.

1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.

1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.

1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.

1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.

1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.

2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory

2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.

2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked

2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.

2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **2 month's** notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.

2.6 ***Software & Legal Compliance:*** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.

2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc

2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.

2.10 **Transfer:**

2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.

2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.

2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -

2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.

2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.

2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 **Double Employment Prohibited:**

3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

BSC. Electronics.

CtrlS
Asia's Largest
Tier 4 Datacentor

Apr 10th 2019

1117160152018
2018-2019
B.Sc ET

To,

Deepak Kumar,
Hyderabad.

OFFER LETTER

Dear **Deepak,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"CtrlS Datacenters Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs. 2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

VID-111716015022
2018-2019-On Campus
B.Sc-E.T.

Gmail

Loyola Academy <loyolaplacements@gmail.com>

e: Welcome to Conneqt Business Soulutions Limited.

message

ndulekar satish <jundulekarsatish6130@gmail.com>
loyolaplacements@gmail.com

Tue, Jul 16, 2019 at 11:01 AM

On Thu 30 May, 2019, 10:01 AM SQLMAILS, <hr.helpdesk@tata-bss.com> wrote:

Dear **jundulekar satish**

Greetings!!

Welcome to Conneqt Business Solutions Ltd.

You are on the threshold of stepping on to a new roller coaster – of rapid growth & fast paced change, where opportunities lie in abundance for you to make a difference. We value your abilities and believe, you will find the environment to be challenging and fulfilling. Congratulations once again and welcome to the Conneqt Family.

For all your future references your employee id is **220803**.

As you step in, the below points might be helpful for you settle down with the company processes.

DRISHTI

Drishti is the internal portal of Conneqt and one stop for you. It has all the information you require to know and empowers you to interact and share your views with the management.

You are required to generate a password for the first time that you login into Drishti. The username will be your employee id itself which in your case is **220803**.

The portal also consists of your personal details, attendance and leave management. Attendance being integral part of the organization you are required to mark your attendance and make sure that your supervisor approves it on time. If the attendance is not marked or not approved, the day is converted as a no pay day. The attendance is freezed on the 21st mid night of every month for the earlier month (attendance cycle being 21st to 20th of the month) hence the changes h ave to be completed prior to closure. If you have been marked loss of pay for the said period then you need to apply Loss Of Pay Regularization (LOPR) in Drishti for regularizing the attendance.

The link to access Drishti are

Intranet (on LAN) – http://10.64.130.161/Drishti3
Internet OR Mobile – http://14.140.184.18:85/

Your payslips are available for your viewing on Drishti on 2nd of every month.

Please submit your bank account details, PAN details and Aadhar details through HR Helpdesk or through Drishti if not already done. These are mandatory documents for smooth processing of your salary.

MYVOICE

My voice link available on Drishti is the first level of escalation, where you can share your concerns, feedback and within the stipulated time your query will be resolved. My Voice follows a robust escalation matrix which is visible to the higher mana gement if the query is unresolved.

HR HELPDESK

You can reach out to the HR HELPDESK by dialing toll free number 18002587499 or from internal Avaya at 45112. The HR Agents are available to solve your queries from 9:00 AM to 7:00 PM from Monday to Saturday. You can call and ask for any qu ery or request.

Other Points to remember:

- Please submit your tax declaration to avoid tax deductions
- If you do not have a bank account, please get in touch with your HR SPOC, if your account is not active till 25th then you need to collect your DD on 4th of the month.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1 Millers Road, Near Vikram Hospital
Opp. St Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN U80211KA2010PTC052190

26th February 2019

Preliminary Offer Letter

To,
Ankita Rai
B.sc (Electronics)
Loyola College

Dear Ankita,

We are pleased to offer you the position as described below with Fitkids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of offer stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as part of the **"GAIT"** program as **"CREATIVE MOVEMENT SPECIALIST" – at Hyderabad.**

Your role will include the following responsibilities among others:

1. Being responsible for delivering the **GAIT** program in the assigned schools.
2. Liasoning with the coordinator and class teachers in schools to deliver the **GAIT** program and ensure seamless and smooth delivery of the program in conjunction with the school.
3. Responsibility for maintenance and upkeep of all GAIT equipment.
4. Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student.
5. Creating reports for parents, school management, and FitKids management.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence tentatively on or before **May - June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Detailed explanation of benefits that you are entitled to avail and the terms and conditions of your employment will provide you on your day of joining. Kindly confirm your acceptance to the same by signing on this offer letter.
You are requested to accept the offer through an acknowledgement on or before **28th February 2019**
Your offer is valid on your completion of graduation.

T 080 4057 99
E info@fitkids.co.in
W www.fitkids.co.in
CIN: U80211KA2010PTC052190

osures

exure I Explanation of Benefits & Schemes

IEXURE I

ANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:

following is an explanation of the benefits currently made available to full time employees of the pany. Your Salary will include the cost to company which is Base Salary + Variable Salary + Benefits Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any e benefits summarized below, either in whole or in part, at any time with or without prior notice onsent

will be paid an all-inclusive Cost to Company Annually Compensation (CTC) **Rs.,2,23,260.00 Per um (Rupees: Two Lakhs Twenty Three Thousand Two Hundred Sixty only) per annum .**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 7,976	₹ 95,712
HRA	₹ 2,147	₹ 25,766
Conveyance Allowance	₹ 1,074	₹ 12,883
Medical allowance	₹ 1,074	₹ 12,883
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
Special Talent	₹ 500	₹ 6,000
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 1,086	₹ 13,026
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 749	₹ 8,989
Total CTC (A)	₹ 17,605	₹ 2,11,260
Retention Bonus (C)	₹ 1,000	₹ 12,000
Total CTC (A+B+C)	₹ 18,605	₹ 2,23,260

ndance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will aid provided you have not exceeded the stipulated number of leaves allowed in a month

s per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave y year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP ; of Pay) and the attendance bonus will be withheld.

Feb 12, 2019

HR/S/0219/416687

Bishal baraily
QTR NO-60 TYPE-2 BLOCK-J CISF NISA HAKIMPET,
Ranga Reddy-500078

Dear Bishal baraily,

Letter of Appointment

1.0 Appointment: We are pleased to offer you an **Appointment** in our company a "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any cha in the date of joining will be communicated to you at the aforementioned contact details and such cha will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

4.1 Proof of age;
4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
4.3 Appointment & Relieving letter of your previous employer, as applicable;
4.4 8 (eight) passport sized photographs;
4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
4.6 Photocopy of Passport, if available.
4.7 Photocopy of your Aadhaar Card with number
4.8 PF No. / UAN (Universal Account Number) of previous employment.
4.9 ESIC Number of previous employment.
4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are a here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be appli you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understan accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

2019

tish madhukeshwar hegde

HR/S/0219/416878

Dear Nitish madhukeshwar hegde,

Letter of Appointment

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure-II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

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Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

_____

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand accept the terms & conditions contained herein

Signature: _____

Name: _____

Date: _____

Encl: Annexure - I & II

Cognizant

30-May-2019

Dear Mala Kumari
B Sc - Electronics
Loyola Academy

Candidate ID - 12941977

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This ncludes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** towards benefits such as Medical, Accident, Life Insurance ind Gratuity. The break up is presented in **Annexure A**.

In successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total emuneration (ATR) would stand revised to **Rs.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 9,750/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

our 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 actices 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 anager.

gnizant 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 ITPIN while joining the organization. Please refer Annexure B for more details.

ase note
his appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no nding arrears in your Graduation/Post-Graduation.
rior 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 uest.

ook forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2cognizant.cognizant.com

s sincerely,
Cognizant Technology Solutions India Pvt. Ltd.,

sh Bethavandu
ial Head-Talent Acquisition
e read the offer, understood and accept the above mentioned terms and conditions.

Date:

ature

CtrlS
Asia's Largest
Tier 4 Datacenter

Apr 10th 2019

To,

Deepak Kumar,
Hyderabad.

OFFER LETTER

Dear **Deepak,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"CtrlS Datacenters Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs. 2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company eithe during your employment or thereafter.

Cognizant

30-May-2019

ET

Dear Mala Kumari,
B.Sc . Electronics
oyola Academy

andidate ID – 12941977

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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 ces 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 ger.

:ant 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 provid 'IN while joining the organization. Please refer Annexure B for more details.

note
appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with r g arrears in your Graduation/Post-Graduation.
to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant m

forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2cognizant.cognizant.com

cerely,
nizant Technology Solutions India Pvt. Ltd.,

thavandu
lead-Talent Acquisition
d the offer, understood and accept the above mentioned terms and conditions.

e : **Date:**

ET

2019

HR/S/0219/416674

sh mishra

tkarsh mishra,

Letter of Appointment

pointment: We are pleased to offer you an **Appointment** in our company as **ainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

e of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change ne date of joining will be communicated to you at the aforementioned contact details and such change be at our sole discretion and without any liability on HGS.

ial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will rt to the respective Business and/or Functional Head.

mentation: You are required to furnish the following at the time of joining duty–

- Proof of age;
- Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- Appointment & Relieving letter of your previous employer, as applicable;
- 8 (eight) passport sized photographs;
- Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- Photocopy of Passport, if available.
- Photocopy of your Aadhaar Card with number
- PF No. / UAN (Universal Account Number) of previous employment.
- ESIC Number of previous employment.
- Any other documents as may be required by the Company.

s and Conditions of Employment: All the terms and conditions of your employment are attached ith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to

and return a copy of this letter within 3 days of receipt as a token of your acceptance.

rely,

_____

amudrala
ager - Human Resources
bal Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: _____

Name: _____

Date: _____

exure – I & II

B.SC. ET.

Feb 06, 2019

HR/S/0219/416878

Nitish madhukeshwar hegde

1117160150 28

2018-2019
B.SC ET.

Letter of Appointment

Dear Nitish madhukeshwar hegde,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

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- 4.1 Proof of age;
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- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

3.00 LPA

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your full Name Location



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

Infosys
Navigate your next

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Ramini bhanu chandar**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000	Nil	12	Nil

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

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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

ET

Feb 12, 2019

HR/S/0219/416674

Utkarsh mishra

111716015038

3.0

Dear Utkarsh mishra,

Letter of Appointment

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

4.1 Proof of age;

4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;

4.3 Appointment & Relieving letter of your previous employer, as applicable;

4.4 8 (eight) passport sized photographs;

4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.

4.6 Photocopy of Passport, if available.

4.7 Photocopy of your Aadhaar Card with number

4.8 PF No. / UAN (Universal Account Number) of previous employment.

4.9 ESIC Number of previous employment.

4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: _____

Name: _____

Date: _____

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.

1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.

1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.

1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.

1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.

1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.

2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory

2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.

2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked

2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.

2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **2** month's notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.
Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.

2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.

2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc

2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.

2.10 **Transfer:**

2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.

2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.

2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -

2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.

2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.

2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 **Double Employment Prohibited:**

3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.

3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.

3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves it's right to make the deductions in the available time frame in the on-going year.

3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.

3.6 **Verification:**

3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.

3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.

3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:

3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or

3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;

3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;

3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.

4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -

4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.

4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.

5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.

6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.

7.0 **Non-Solicitation: -** You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

8.0 **Non-Compete: -** The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and

8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;

8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.

8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company

8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.

8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.

9.0 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.

10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.

11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.

12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.

13.0 **Relocation**: expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining. You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.

14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act

15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.:

ANNEXURE II - SALARY & ALLOWANCES

Candidate Name	**Utkarsh mishra**			
Designation	**Trainee Process Consultant**			
Grade	**PC2**	**Location**	**Hyderabad**	
Components	**w.e.f - DOJ**		**Monthly**	**Annual**
"A" FIXED				
Basic			6190	74280
House Rent Allowance			2476	29712
Shift Allowance			5000	60000
Skill Allowance			1810	21720
"A" Sub-total – Gross Pay			**15476**	**185712**
"B" RETIRAL BENEFITS				
Advance against Statutory Bonus			516	6190
Provident Fund *(@ 12% of Basic Pay) – Employer's Contribution*			743	8916
Gratuity *(@ 4.81% of Basic Pay)*			298	3576
ESIC Contribution *(@ 4.75% on earned Gross pay) – Employer's Contribution*			760	9120
"B"Sub-total– Retiral benefits			**2317**	**27804**
Total Salary Cost (A + B)			**17793**	**213516**
"C" VARIABLE PAY				
Performance Incentives *(@ 100% of given achievement targets)*			2000	24000
"C" Sub-total - Variable			**2000**	**24000**
Total Cost to Company (A + B + C)			**19793**	**237520**
"D" INSURANCE / OTHER BENEFITS				
Total Cost to Company : (A + B + C + D)			**19793**	**237520**

Benefit / Scheme	**Description**	**Value / PA**
Performance incentives	Will be paid upon completion of anniversary / annual appraisal (@100%).	**Rs. 24,000 p.a****
Subsidized Transport Service	An indicative cost of Rs.16,200/-Per annum towards transport subsidy is incurred by the employer for commuting between home to office and back. Facility to avail but no encashment is given if not availed.	**Rs. 24,000 p.a****
Group Insurance in Lieu of EDLI (Under PF Act)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:	**Rs. 6,02,000.00***
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	**Rs. 6,00,000.00****
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	**Rs. 1,00,000.00****
ESI Scheme	Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act.	**As applicable*p.m**
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	**As applicable***
Advance against provisional minimum statutory bonus	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land	**As applicable***
Provident Fund	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	**12% of Basic Pay* p.m**
Income Tax	Appropriate Income tax would be deducted in the payroll every month.	**As applicable*p.m**
Professional Tax	If any as per the applicable rules in your state.	**As applicable*p.m**

Performance Incentive Ratings and Earnings Table:

Process Target achievement	**Below Expectations**	**100%**	**115%**	**125%**
PI Eligible amount (Rs. p.a.)	**0**	**18,,000**	**20,700**	**22,500**

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

Utkarsh mishra
Date:

i As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and department parents

Bio-Tech 2018-19

Ajay Kapoor <ajkapoor1965@gmail.com>

Fwd: Letter of Offer for Employment - Vimta Labs Limited - Reg.

Harsha Kapoor <kapoorharsha97@gmail.com> Wed, May 15, 2019 at 8:05 PM
To: Harsha Kapoor <ajkapoor1965@gmail.com>

1117160180 12.

Dear Ms Harsha Kapoor,

Congratulations!!

We are glad to inform you that you are selected as **" Jr Quality Auditor - Trainee"** in our Organisation. You are advised to Join on **June 06th, 2019 9:00 am** at our VIMTA Labs Ltd., Life Sciences Facility, Genome Valley, M N Park, Shamirpet, Hyd. -78. Your original offer letter will be handovered to you on the day of Joining.

We congratulate you on your offer and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming one of the top 10 CROs in the
world. We assure you of our support for your professional development and growth.

Kindly revert to this mail in token of your acceptance. Also feel free to contact us for any further details required.

Important:

As discussed during the recruitment process, you have shown your consent to submit the following documents on your date of joining.

a.Service Agreement and Surety Bond for Three Years.

The text of the Service Agreement and Surety Bond is herewith enclosed. You need to copy the same on 50 rupees stamp paper and get it signed by you sureties and witnesses (Other than your family members) as

mentioned in the above said documents.

b.You need to submit original academic certificates on the day of your joining. (if advised at the time of offer negotiation).

You need to submit the above documents mentioned above on your date of joining. Failing which, your joining date would be deferred and your next induction date would be informed later.

Attachemnts of Important docuemnts:

Mandatory Docs check list attached Surety Bond and Service Agreement Professional References form attached

--

Regards,
Sanju Rathod
Human Resources Department,
Vimta Labs Limited
Vimta Life Science Facility
MN Park, Genome Valley
Hyderabad-500 078
Ph: 04067404040 Ext:1330
Mob : +919949368394

NOTICE:
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5 attachments

Surety Bond with certificates.doc
31K

Service Agreement with Certificates-3 Years.doc
31K

Reference.docx
16K

GUIDELINES TO FILL SERVICE AGREEMENT AND SURETY BOND..doc
95K

Checklist - I.pdf
42K

amazon

26 September 2019

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: Uha Manasi Kornepati
Address: 2-138/1 Prithvi Opulence Spring Field Colony Jeedimetla, India

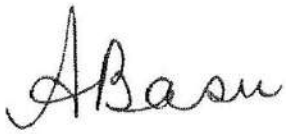
This letter is to confirm that **Uha Manasi Kornepati** is currently employed at Amazon Development Centre (India) Private Limited.

Uha Manasi Kornepati is employed as a **Associate,Worker Elg** and commenced employment with Amazon on **30 September 2019**.

The above information is given in the strictest confidence and with no liability accepted by the company or any of our employees. This information should not be divulged to any third party without first seeking permission from the respective Amazon entity.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,



Arijit Basu
Sr. Manager, HR Operations – HR Services

Scanned with CamScanner

10 May 2019

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: Shreya Mukherjee
Address: Flat No. 201, Sathya Colony, Hyderabad, 500008

This letter is to confirm that **Shreya Mukherjee** is currently employed at Amazon Development Centre (India) Private Limited.

Shreya Mukherjee is employed as a **D2AS Associate** and commenced employment with Amazon on **13 May 2019**.

The above information is given in the strictest confidence and with no liability accepted by the company or any of our employees. This information should not be divulged to any third party without first seeking permission from the respective Amazon entity.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,



Arijit Basu
Sr. Manager, HR Operations – HR Services

03 October 2019

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: Sai Yashwanth
Address: , India

This letter is to confirm that **Sai Yashwanth** is currently employed at Amazon Development Centre (India) Private Limited.

Sai Yashwanth is employed as a **Quality Associate** and commenced employment with Amazon on **07 October 2019**.

The above information is given in the strictest confidence and with no liability accepted by the company or any of our employees. This information should not be divulged to any third party without first seeking permission from the respective Amazon entity.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,



Arijit Basu
Sr. Manager, HR Operations – HR Services

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India
Tel: +91 40 6636 1300
Fax: +91 40 6636 1309
techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

Ref:1736591/753965/Permt

Date: 05th September, 2019

Vishnu Pradeep
H.No:1-10-226/A [1st floor], Opp. St. Rita High School
Pedda Thokatta,New Bowenpally, Secunderabad, Hyderabad, Telangana - 500011
Phone No: 9121013486

Subject: Offer of Appointment

Dear **Vishnu Pradeep,**

It is our pleasure to welcome you to **Tech Mahindra Limited**.

1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate Analyst-BPS** on **U1** band**,** operating out of our **Hyderabad** office.

2. Your "Annual Total Cost To Company" will be **Rs. 250000 (Rupees Two Lakhs Fifty Thousand Only).** Please refer **Annexure-A** for details on the compensation and statutory deductions. Your remuneration package is strictly confidential between you and The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

3. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.

4. You are required to join on **06th September, 2019** and report to **Naresh Kumar Gandham** at 12:00 PM to complete the joining formalities at **Tech Mahindra Limited, SEZ Block, Unit V, Bahadurpally, Hyderabad**. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. At the time of joining, you are expected to carry originals of the documents as per **Annexure – D** and submit the copies of the same to the HR Team.

5. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

6. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to Rajeev Kushwaha latest by **06th September, 2019**. In case of further clarifications, please get in touch with Offers Team (on E-Mail: PS00551100@Techmahindra.com, and quote the Reference No. as mentioned above).

With Best Wishes
For Tech Mahindra Limited.



Vishal Khanna
Head – Resource Management Group

Encl: **Annexure-A** (Salary Structure), **Annexure-B** (Important / Indicative Terms & Conditions of Employment), **Annexure-C** (Medical Self declaration), **Annexure-D** (Check List of Documents), **Annexure-E** (Confidentiality Agreement), **Annexure F** – Intellectual property Assignment, **Annexure-G** – General Covenant, **Annexure H** -(Acknowledgement),

Accepted
Date: Signature of Candidate:

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India
Tel: +91 40 6636 1300
Fax: +91 40 6636 1309
techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

Annexure - A

NAME	**Vishnu Pradeep**
TITLE	**Associate Analyst-BPS**
BAND	**U1**
LOCATION	**Hyderabad**

COMPONENTS	**Per Annum** (All figures in INR)
BASIC (@30% OF TOTAL FIXED PAY)	65047
HRA (@50% OF BASIC)	32523
TRANSPORT ALLOWANCE	12000
STATUTORY BONUS	13009
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	7806
EMPLOYER'S CONTRIBUTION TO ESI (@4.75%)	10571
PERSONAL PAY	75867
TOTAL FIXED PAY..... (A)	**216822**
TOTAL VARIABLE PAY (TVP)..... (B)	**24091**
ADDITIONAL BENEFITS..... (C)	**9087**
GRATUITY	3129
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	5958
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**250000**

1. Salary: Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the company's records.

2. Flexible Benefit Plan (as applicable): Associates will also be given an option of restructuring their Flexible component of their TFP as per the "Flexi Benefit Plan' under the following heads as per eligibility specified in the applicable policy:

Component	Max Limit
Leave Travel Assistance	
Medical Reimbursement	
Residential Telephone Reimbursement	
Car Scheme Policy	
Fuel & Maintenance	
Driver Salary	
Superannuation	-
National Pension Scheme	-

Post utilization of applicable max limits as mentioned above, balance amount if any, shall be paid as taxable amount under Additional Personal Pay component.

3. *Applicable, only if company transport is not availed.

(Contd...)

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Annexure - A (Contd...)

4**. Additional Benefits:** Associates shall be eligible for below mentioned benefits:

a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **20 Lakhs** to the beneficiary on the unfortunate death of the associate

b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of **3 Lakhs** (floating cover) applicable to Self , Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolment of parents is not opted for, the applicable cover (for self only OR self + spouse + up to 2 children) will be **2 Lakhs.**

c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of up to **5 Lakhs** payable in case of permanent disablement arising out of any unfortunate event of an accident.

5**. <u>Deductions</u>:**

1. The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards company provided transport, non-adherence as per disciplinary policies etc.

2. Statutory Deductions: The Company shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by the Company, provide documents/proofs of such payments.

Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Policy applicable for the Financial Year
4. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
5. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
6. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'.

With Best Wishes
For Tech Mahindra Limited.



Vishal Khanna
Head – Resource Management Group

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Annexure – B

1. Employment Agreement

a) Code of Conduct

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of The Company.

b) Secrecy

You are expected to maintain utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of the Company. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

c) Conflict of Interest

Your position with The Company calls for 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 on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

(i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure with the Company.
(ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of the Company's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.
(iii) You will not be employed by a client of the Company for which you performed services while employed by the Company.
(iv) You will not solicit or induce the Company associates to join a client or to compete with the Company.
(v) You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

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e) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

f) Confidentiality / Non-Disclosure

a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.

b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.

c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Company will either be Intellectual Property of the Company or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by the Company or the Client.

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2. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

3. Termination of Employment

(a) Either party can terminate this employment by serving a notice of 60 days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, Tech Mahindra Limited. may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.

(b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.

(c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to mandatorily fulfill requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.

(d) Unauthorized absence or absence without permission from duty for a continuous period of 7 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**.**

(e) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3(a)** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.

(f) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3(a)** herein above on the grounds of misrepresentation of facts.

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(g) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offence, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offence, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3(a)** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.

(h) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is mis-stated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forewith terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

4. Statement of Facts

(a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.

(b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

5. Company Policies

You are required to comply with all the policies as communicated to the associates of the Company from time to time. These policies are available on the Company's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with the Company's policies. The Company reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

6. Personal Indebtedness

The Company shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without the Company's prior written authorization.

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7. Restraints

Access to Information

Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

Smoking

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".

Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

Security

Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass from the security staff after the authorization from your mentor.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for one's own or team member's table or storage.

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(a) Destroying Papers & Material

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

(b) Use of Company Resources

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual users activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

8. Overseas Service Agreement

As The Company will be spending substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

9. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit.You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

10. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Hyderabad** only.

11. Retirement

Your services with company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive. Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

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12. General

The above terms and conditions including those in Annexure - A (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

13. You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

14. You shall provide details regarding the utilization of your time by entering the same into the Company's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to the Company's timesheet system.

15. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through the Company to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure – B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.

Name in full :

Signature :

Address :

Date :

Place :

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Annexure- C - Employee Medical Declaration Form

MEDICAL DECLARATION FORM			
Applicant ID		Associate ID *(To be filled by HR)*	
First Name:		Last Name:	
Gender: Male / Female		Date of birth (DD/MM/YYYY)	Blood Group

Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

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Have you ever suffered/are you suffering from any of the following? *(Please tick whichever applicable)*

	Heart Attack		Diabetes
	High Blood Pressure		Stroke
	Night Blindness		Valve Disorders
	Asthma		Slipped disc
Any other major disease/illness that you may be willing to disclose			

Candidate's Declaration:

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature:

Name: _____

Date: _____

(DD/MM/YY)

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Annexure – D – Checklist of Documents

At the time of joining, you are requested to bring the following documents in **original**, along with 2 copies of each.

(a) Certificates' supporting your educational qualifications along with marks sheets

- Xth Certificate & mark sheets
- XIIth Certificate & mark sheets
- Degree Certificate & Semester/year-wise mark sheets
- Master's Certificate & Semester/year-wise mark sheets
- Diploma/PG Diploma Certificate & Transcripts
- Any other Certificate with supporting documents – if any

(b) Your latest salary slip or salary certificate

(c) Proof of Date of Birth

(d) Aadhar Card (Mandatory)

(e) Marriage Certificate (wherever applicable)

(f) Your relieving letter from your present organization

(g) Service Certificate from the last employer as well as all previous employers.

(h) Acceptance copy of Tech Mahindra Limited offer of appointment duly signed

(i) Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up) where applicable.

(j) Eight passport-sized color photographs (White background mandatory).

(k) Valid Passport
Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.

(l) PAN Card and Proof of PAN Number
You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.

(m) Personal data form, enclosed to be filled-in completely and submitted at the time of joining.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.
Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

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Annexure E - Confidentiality Agreement

I understand that during my employment with the Company, I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".
A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.

2) Computers /software programs and associated documentation and material which are propriety to the Company or which the Company is under an obligation to prevent this disclosure.

3) Information from the Company's vendor and supplier which is confidential, propriety or copyrighted.

4) I hereby agree that :
   - The confidential information shall remain the sole and exclusive propriety of the Company and I shall regard it as confidential and secret information.
   - The confidential information is the property considered to be the trade secrets of the Company because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of the Company.
   - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at the Company.
   - I will not, during and after my employment at the Company, publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by the Company to receive such information.
   - I will not copy and confidential information for any purpose except with the express consent of the the Company officials or the expressed written authorization of the third party owner.
   - Upon termination of my employment with the Company, or at any other time at the Company's request, I agree to return promptly to the Company, all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to the Company which in any way were obtained by me during my employment at the Company which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to the Company upon termination of my employment.
   - This confidentiality agreement will continue to be in effect after the termination of my employment with the Company.
   - IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

     Name:
     Signature:
     Date :

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Madhapur, Hyderabad 500081, India
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Fax: +91 40 6636 1309
techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

Annexure - F - Intellectual Property Assignment

Associate Name:
Associate ID:
Date:

In consideration of my employment with the Company and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of the Company and business, its necessities and plans and the information of its customer, I hereby agree as follows:

(a) **Intellectual Property Assignment**

I hereby assign, to the Company or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating of developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by the Company whenever made by me and for any work made and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

The Company shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, the Company is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever through out the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of the Company I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by the Company to secure to the Company, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

(b) **Restrictions after Termination**

I further agree upon termination of my employment to surrender to the Company all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of the Company The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with the Company.

WITNESSED

_____

ACCEPTED

_____

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India
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Annexure – G

Agreement – General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by the Company. I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of the Company during the term of my employment with the Company either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. Actions Required on Termination: Upon termination of my employment at the Company whether voluntary or involuntary (or at any other time upon the request of the Company), I shall return to the Company all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. Covenant Against Disclosure: I understand that it may be desirable and necessary for the Company or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer the Company I also agree to keep the contractual relationships of the Company with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of the Company's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with the Company before making any disclosure of information covered by this Agreement.

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b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies the Company in writing of the prospective order, or proceeding giving rise to such order, and (ii) The Company has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, the Company shall be entitled, in addition to all other remedies otherwise available to the Company to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that the Company shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to the Company any costs and attorneys' fees reasonably incurred by the Company in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. **Ownership of Work Product:** The Company shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of the Company or any research or development conducted by the Company I agree to assign, disclose and deliver to the Company as the Company's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as the Company may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

6. **Partial Restriction on Post-Termination Competition:** The Company expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect the Company's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that the Company's customers or competitors may attempt to cause me to leave the Company and wrongfully gain the benefit of the Company's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for the Company's investment, development efforts, product, strategy, proprietary and Confidential Information, but the Company believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect the Company's interest, giving due regard to both my interests and the interests of the Company.

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7. **Covenant Not To Compete.** I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with the Company (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of the Company for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from the Company provided, however, that this restriction shall apply only to customers of the Company with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for the Company within the 12 months period preceding the date my employment with the Company ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of the Company for which I am providing services on behalf of the Company that are competitive with the products and services available to the client from the Company provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a the Company associate; or (2) induce or solicit any associate of the Company to seek or obtain such employment with a customer of the Company This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect the Company's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect the Company's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. **Compliance Not Contingent Upon Additional Consideration**: I understand and acknowledge that the wages, compensation,, benefits training and experience that the Company provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.

9. **Damages and Remedies:** I acknowledge and agree that if violate this Agreement, the Company may take legal action against me as follows: (1) The Company may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of the Company, an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, the Company shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

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10. Severability: Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.

11. Entire Agreement: This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.

12. Binding Effect: This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of the Company. (Together with their successors and assigns).

13. Choice of Law: This Agreement will be governed and controlled in all respects by the laws of India.

14. Choice of Forum: The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to the Company. for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited. would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this _____ day of _____, 20___

For and on Behalf Of
Tech Mahindra Limited



Signature

_____
Name of Candidate

Vishal Khanna
Head – Resource Management Group

Tech Mahindra Limited
Infocity, Hitech City Layout
Madhapur, Hyderabad 500081, India

Tel: +91 40 6636 1300
Fax: +91 40 6636 1309

techmahindra.com
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Registered Office:
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Mumbai 400 001, India

CIN L64200MH1986PLC041370

Annexure – H

ACKNOWLEDGMENT

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between **Tech Mahindra Limited** "Company" and the **Vishnu Pradeep** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable. I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment.

I, **Vishnu Pradeep**, hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this _____ day of _____ (month), ____ (year), and hereby acknowledges, understands and agrees to the above.

Signature:

Name:

Witness/ Notary Public: _____



FOOD SAFETY INDIA PVT LTD

Food Safety Consulting, On-site Management, Hygiene Trainings & Audits.
COMPLETE FOOD SAFETY SOLUTIONS AT ONE STOP



FSI/Admn/OL/60

01.05.2019

Shivani Pentyala
Bhoodevinagar, Alwal,
Secunderabad,500015.
mail: **princyshivani99@gmail.com**
Mobile No.: 9441886171

OFFER LETTER

Dear Ms. **Shivani Pentyala**

The approval of the Director, Food Safety India Pvt Ltd. is hereby intimated on your appointment as **Quality Control – Executive Trainee** (M/s **Voila F9 Gourmet LLP,** located at Gachibowli, Hyderabad. w.e.f .03.05.2019. Your appointment will be on a consolidated salary of **Rs. 1,20,000/-** as Gross salary per Annum and other travelling allowances which are included in that gross salary.

1. The Job Profile would be issued subsequently along with the Joining of duties and your appointment order will be issued on confirmation by the competent authority after your probation period.

2. You may kindly inform us confirming your consent.

Yours Sincerely

For Food Safety India Pvt Ltd.

T.L.P. ANJANEYA

Executive Director

CC:-
Manager – Admin
Personal File

FOOD SAFETY INDIA PVT. LTD. Secunderabad 500 015.

Plot No: #232, Road No 10, Bhoodevi Nagar, Venkatapuram, Alwal,
Secunderabad-15. Andhra Pradesh. INDIA
+91-9676-766-866 , +91-9908-55-68-77
Email: chaganti.lp@gmail.com, Visit: www.foodsafetyindia.in

FOOD SAFETY INDIA PVT LTD ★ YOUR KEY TO FOOD SAFETY SOLUTION ★

Gmail Loyola Academy <loyolaplacements@gmail.com>

vd: Offer confirmation for joining

iessage

rya Poola <navya.poola@gmail.com> Sat, Jun 29, 2019 at 11:47 AM
loyolaplacements@gmail.com

------ Forwarded message ---------
om: **Navya Poola** <navya.poola@gmail.com>
ite: Wed, Apr 24, 2019, 6:19 PM
bject: Re: Offer confirmation for joining
: HR SCIFED <hr.scifed@gmail.com>

cept the offer. Thank you so much for giving me this opportunity to work with your organization.

Wed, Apr 24, 2019, 6:16 PM HR SCIFED <hr.scifed@gmail.com> wrote:

)ear Poola Navya,

:ongratulations!!

/elcome on board! As per the discussion you are being selected for this position. /e're pleased to give you this opportunity to join with us. We were impressed with)ur background and skills.We are giving you the position of Program Coordinate ith the salary of 14000 per month some PF and ESI deductions will be there cording to company's policy & norms.

ease find the following attachment and carry all the required documents for ning formalities(original and photocopies) at the day of joining.Take a print out this acknowledgement and attached check list.As per the discussion your date of ning is on 2nd May 2019.So report to the office by 10:00A.M.

ou are OK with this please confirm us on the same .Any further queries feel free ontact.

nks and Regards,
sweta Das
cutive-HR
Department
t.-040-68176335
ile-9550559398

Auditor Agreement

This Part Time Auditor Agreement is made on 27th March 2019

BETWEEN M/s. Equinox Labs Pvt. Ltd., is a Private Limited Company registered under the Indian Company's act, of 2013 having its Office at Equinox Center, R 65, TTC, Rabale, Navi Mumbai 400701, hereinafter referred to as "The Company"

AND Mr.Vinay Kumar Ganga adult, Indian inhabitant, residing at,Hyderabad hereinafter referred to as "The Auditor"

NOW THIS AGREEMENT WITNESSED AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS UNDER:

1.APPOINTMENT

The Company hereby appoints, and the Auditor hereby accepts the appointment as a Part Time Auditor of the Company for Auditing services as may be hereinafter or hereafter specified in writing by the Company from time to time. The Auditor's address may be mentioned on the company website.

2.PERIOD

The validity of this agreement is 12 months from the date of signing, unless terminated during the course of the year. Thereafter the agreement may be renewed by mutual agreement of both parties.

3.RESPONSIBILITIES

A.The Auditor will have to carry out Auditing Assignments as assigned by the Company.
B. The Auditor will carry all the required documents for every audit. During or after the audit, the Auditor will prepare the necessary paperwork and send it to the Company.
C. The Auditor will prepare for the Presentations and ensure that he/she has all the required equipment to conduct the Presentations which are given by the Company. The presentations are property of the company and the Auditor cannot be use or shared by the Auditor other than companies work.
D. The Auditor will ensure that he/she reaches the Client on Time and Appropriately Dressed. Females can dress in Western or Indian Formals and Males can dress in corporate formals.
E. The Auditor can reject maximum three given assignments over the entire period of the contract but, rejection of the 4th given assignment will result into cancellation of this contract.
F. In case the Auditor collects any Payment on behalf of the Company, that Payment needs to be deposited in the Company's Bank Account next day before 11am.
G. In case the Auditor collects any samples on behalf of the Company, those samples need to be couriered to the Company on the same day in appropriate packaging.

InfoLogitech

Infologitech India Private Limited
B1002, The Platina, Gachibowli, Hyderabad –500032

08th March 2019

Congratulations! Welcome to InfoLogitech

Dear **Pavan Kumar,**

We are pleased to offer you employment in our organization as **Process-Associate** Your annual compensation in terms of cost to the company will be: Rupees **2,40,000/-** (Rupees Two Lakh Forty Thousand only) per annum.

We welcome you to Infologitech team and strongly feel your membership will enhance value of the company. Please report to duty by 5:30 PM on 11th March 2019 at our office or at the client place as advised by your Reporting Manager.

Your services are subject to transfer to any of the divisions of the company in the country or abroad.

Your Annual Compensation referred in Annexure-A.

You are required to enter into a detailed agreement with the company comprising the terms and conditions of your employment, as specified in Annexure-B.

List of documents required at the time of joining mentioned in Annexure-C.

Your offer stands withdrawn after 13th March 2019, unless the date is extended and communicated to you in writing.

Kindly acknowledge the acceptance of this Offer of Appointment by signing the offer copy.

We look forward to having you with us at Infologitech (INDIA) Private Ltd. Wish you a long and mutually beneficial relationship.

Yours Truly,

Hari Krishna Gurajala
Sr.Vice-President
Infologitech (INDIA) Private Limited

Bsc food 2018-19

SourceOne

Source One Management Services Pvt. Ltd.
Site No. 15, 2nd Floor, Bannerghatta Road,
3rd Phase, J P Nagar, Bangalore - 560076, Karnataka, India
Ph : 080-67586333 Fax : 080-67586205
www.msourceone.com E-mail : hrinfo@msourceone.com

11171602104l
2018-2019
B.Sc food tech.

Ref No. : SourceOne/INT/IDC/Deputation/2018-19
Dated: 10-Jun-2019

Richard Joshua
Hyderabad

Subject: Deputation Details

Dear Richard,

This is with reference to our communication you are formally informed that you would be deputed at company's consulting project at Deloitte Consulting Private Ltd, Hyderabad as per following

Client Name: Deloitte Consulting Private Ltd
Date of reporting at work site:11-Jun-2019

Reporting location:
Deloitte B Block,
Deloitte Drive,
Cyber Gateway,
Road No 2,
Hitec City Layout,
Madhapur Hyderabad,
500081

POC- Keerthika
Reporting Timings-12:00 pm

OFFER LETTER

28-Apr-2023

Rahul Veerlapati
101, beside TRS party office, Opposite to collectrate main gate
Sangareddy , Telangana , India
502001

Dear Rahul

Further to our discussion and subsequent meetings, we are pleased to make an offer of appointment to you in our organization as **'Executive-Manufacturing'**.

You are requested to join on or before but no later than **17-May-2023**. Your Total Cost to Company shall be **Rs. 5,75,000 only per annum (Rs. Five Lakh Seventy Five Thousand only per annum).**

At the time of joining, you are required to bring the following originals:
•PAN card
•Copies of all educational documents (10th, 12th, consolidated mark sheets/Final Semester mark sheets & certificate of Graduation & Postgraduation)
•Relieving Letter from your past employer(s)
•Experience Certificate from previous employers

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. The above-mentioned offer letter stands annulled and withdrawn in case you fail to join on the agreed date or in case of unsatisfactory background check.
The appointment letter would be made available to you at the time of joining post submission of all documents mentioned above.

Those of us who have had the pleasure of meeting & interacting with you have enjoyed the discussions and we look forward to a long and mutually rewarding association.

Welcome Aboard!!

Yours sincerely,

Swayampriya Shah

Sr. Vice President-HR & Admin
B9 Beverages Limited

Candidate Signature

MSCs - 2018-2019

UID- 111716024007

Infosys
Navigate your next

2018 - 2019.

HRD/2T/12995664/19-20

Ms. Chintala Sri Lekha
Candidate ID: 12995664
H.No 2-2-270/77,Plot No 77 Laxmi
laxmi Enclave,Bollarum
Secunderabad - 500010
Telangana
India
Ph: (91) 83282 92538

September 12, 2019

Dear Chintala,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

Digitally signed by RICHARD LOBO
Date: 2019.09.12 15:53:04 +05:30
Reason: Offer Letter
Location: Bangalore

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

Infosys
Navigate your next

Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year. An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

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.

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport & Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2018-2019. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure II).

Infosys
Navigate your next

ANNEXURE –I
(Compensation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Ms. Chintala Sri Lekha**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	**136**

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

OTHER BENEFITS

Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	30,000 (With Security) 20,000 (Without Security)	7%	24	Nil
SALARY LOAN (Subject to submission of Trainee Agreement)	12,000	Nil	12	Nil

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

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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is Applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

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Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I.

Ex - Gratia / Bonus

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

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

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200.** The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice

Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India".

Infosys
Navigate your next

HRD/2T/12995664/19-20

Ms. Chintala Sri Lekha
Candidate ID: 12995664
H.No 2-2-270/77,Plot No 77 Laxmi
laxmi Enclave,Bollarum
Secunderabad - 500010
Telangana
India
Ph: (91) 83282 92538

September 12, 2019

Dear Chintala,

Congratulations! We are delighted to make you an offer **as Operations Executive - Trainee** and your role is **Operations Executive** in the **IT Operations** Career Stream.

Here are the terms and conditions of our offer:

Joining date

Your scheduled date of employment with us will be **November 4, 2019.**

Location

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

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

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

Training Period

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

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

Your employment will be governed by the rules, regulations and policies of the Company.

The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your name Location

Enclosures: Annexure - I (Compensation)

Cognizant

Ref No: 19029191

07-Jan-2022

Hima Varsha

Dear **Hima**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Programmer Analyst** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 620,000**. This includes an annual incentive target of **INR 20,000**. This amount may vary depending on individual and company performance. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered 29 months of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **10-Jan-2022**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,
For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,



Ardeshir R Dastur
AVP – Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date**:

Cognizant

Compensation and Benefits

Name: Hima Varsha **Designation:** Programmer Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	17500	210,000
2	HRA*	10500	126,000
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	2100	25,200
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	15850	190,200
	Annual Gross Compensation		**600,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**620,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**639,500**

As an associate you are 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 Employee's Compensation Act
• Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

Leave and vacation:

• From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

Category of Leave

• Earned Leave – 18 days
• Sick Leave – 12 days
• Casual Leave – 6 days

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

 # Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "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.

Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

*** Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

#* Advance Statutory Bonus is in line with the provisions of the Payment of Bonus Act

**** Incentive target**:

Your 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 the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

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. The Annual Gross Compensation will remain the same
• Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize 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 decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of 07-Jan-2022 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Hima Varsha, ____(Age) ,residing at _____ (hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of

work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required

disclosures, and

e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

i. IP Assignment Agreement
ii. Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or

processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. 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 termination your employment without notice period.

9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will 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) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless 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.

11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for

upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

18. Dispute Resolution and Governing law

The Parties shall make our 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. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.
This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.
You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

Cognizant Technology Solutions India Private Limited **Hima Varsha**



Ardeshir R Dastur
AVP – Talent Acquisition

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

B.Sc Results 2018 2019

Viharika Gogula <gogula.viharika4@gmail.com>

Letter of - VIHARIKA GOGULA - Ref. No.: 8870429

3 messages

careers@wi <careers@wipro.com>
To: gogula.vi gmail.com

Wed, May 15, 2019 at 6:11 PM

1117160240 10 MSCS 2018-2019

Campus - Letter Of Intent

15-May-2019

Dear VIHARIKA GOGULA,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Trainee - Computer Applications** which will be in Career Band **WASE/WIMS** of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

Period	Scholarship	ESI	Consolidated Scholarship* (INR pm)
First Year	15000	712	15,712/- (*)
Second Year	17000	810	17,810/- (*)
Third Year	19000	910	19,910/- (*)
Fourth Year	23000	0	23,000/- (*)

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 - Talent Acquisition

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

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Fwd: Offer Letter_IncNut Digital

1 message

UID:- 111716024012
B.SC. MSC
2018-2019.
MSCS

Vidya Gouthami <vidyagouthami0011@gmail.com>
To: loyolaplacements@gmail.com

Fri, Aug 2, 2019 at 11:36 AM

---------- Forwarded message ---------
From: **Vidya Gouthami** <vidyagouthami0011@gmail.com>
Date: Wed, 3 Jul 2019 11:19 am
Subject: Re: Offer Letter_IncNut Digital
To: Vaishali Patil <vaishalipatil@incnut.com>

Hii mam. Good morning.

I have received and accepted the offer letter. I will be there at 10 am tomorrow. Thank you very much mam.

On Wed, 3 Jul 2019 10:09 am Vaishali Patil, <vaishalipatil@incnut.com> wrote:

Dear Vidya ,

Thank you for interviewing with us and congratulations on your selection.

As discussed, please find attached your offer letter and kindly acknowledge the same by signing it and sending us a scanned copy at the earliest.

Please carry the following documents upon your joining on 4th July(Thursday):Xerox copies

- Copy of educational mark sheets (degree/pg/related).
- 3 passport size photos.
- Copy of current address and id proof (PAN card/Aadhar card).

We look forward to you joining our team on **4th July, 2019** at **10:00 am.**

Best,
Vaishali
HR Recruiter
IncNut Digital
Mobile-9121284622

TATA

UID:111716024014
BSC MSCS
2018-2019

Offer: Computer Consultancy
Ref: TCSL/DT20184949577/Hyderabad
Date: 27/02/2019

Ms. Manasa A
P.No-59,Telecom Colony ,Kanajiguda,Alwal,Sec-Bad.Telecom Colony,
Raja Rajeshwari Temple,
Alwal-500015,
Telangana.
Tel# 91-9290779472

Dear Manasa A,

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 **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,93,158/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer you will be issued 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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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 **₹7,100/-** 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 **₹2,840/-** 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 **₹1,400/-** 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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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of **₹1,500/-**. 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.

This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

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.

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

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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.

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 50% 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.

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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. **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.

3. **Training Period**

Continuous Learning is a way of life in TCSL and forms a critical part of your employment with TCSL. On joining TCSL, you will be given the opportunity to undergo our Initial Learning program (ILP). This formal learning will add value to you as a professional and help you to excel in your career.

Formal assessments will be carried out during your learning period. The weighted average of these evaluations will be a major component of your first appraisal.

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.

You may please note that in the event of your performance during the ILP falling short of the required standard, TCSL reserves the right to either extend your ILP or terminate your services. You will be confirmed at the end of twelve months from the date of joining TCSL. This confirmation will be communicated to you in writing.

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.

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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.

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.

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B.Sc

Cloud4C
TIER 4 CLOUD

Apr 10th 2019

To

P Shravani,
Hyderabad

1117160240 19

OFFER LETTER

MSCS
2018-2019

Dear Shravani,

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"Cloud4C Services Pvt. Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs.2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'**.

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.

6. Your appointment and the employment will be subject to your being and remaining **medically fit**. It is necessary for you to get medically examined, as and when required by the company.

7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

   (a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

    (i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.

    (ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

Cloud4C
TIER 4 CLOUD

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

13. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

14. You will receive your job profile in due course of time.

15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

Cloud4C
TIER 4 CLOUD

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : P Shravani
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213499**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **Cloud4C Services Pvt. Ltd.**

P Rajani Reddy
Authorized Signatory

SAP LABS. Bangalore.

SAP Labs India Pvt. Ltd.
CIN: U72200KA1995PTC018484
138, Export Promotion
Industrial Park, WhiteField,
Bangalore – 560 066. India
T: +91-80-4139 5139
F: +91-80-4139 6969
www.sap.com

111716024023
MSCS
2018-19

27 May 2019

Private & Confidential

Sirisha Dinavahi
Hno No. 1-5-117/1,2/302
Shree Sai Bh Residency, Old Alwal
Telangana 500010 India
+919441705075

EMPLOYMENT CONTRACT

Dear Sirisha,

We are pleased to offer you employment with **SAP Labs India Pvt. Ltd** (SAP) on the following terms and conditions:

1. Appointment

1.1 You shall be appointed to the position of Scholar as a Fixed Term Employee with effect from 01 August 2019 up to 31 July 2023.
Please note that at the close of this fixed term specified above shall automatically come to an end and no separate notice for termination need to be given by either side however should it be found at any time during your employment in this organization your conduct or performance is not up to the mark your services are liable to be terminated at any time during your employment with us.

1.2 You shall be based in Bangalore but will serve the Company or any of its subsidiaries or associated companies in any location within or outside of India.

1.3 Your employment with the Company is subject to your providing educational qualifications and work testimonials if any, and is also conditional upon your being free from any contractual restrictions preventing you from accepting this offer or starting work on the above-mentioned date.

2. Total Rewards

2.1 Your annual stipend on joining SAP Labs India Pvt. Ltd is INR 198,000.00.

2.2 Below is the breakup of the other benefits available to you.

(A)	**Cash Components**	**INR per annum**
	Annual Stipend	**198,000.00**
(B)	**Benefits***	**INR per annum**
	Free Meals provided on campus	13,200.00
	Free Transport for office commute	42,000.00
	Life Events (Birthday Gift)	2,000.00
	OwnSAP#	27,120.00
	Wellness Cover for Employee	5,000.00
	Higher Education Fees (BITS Pilani) ##	100,700.00
	Cost of Benefits (Approximate)	**190,020.00**
	Cost to Company (A + B)	**388,020.00**

SAP LABS. Bangalore.

SAP Labs India Pvt. Ltd.
CIN: U72200KA1995PTC018484
138, Export Promotion
Industrial Park, WhiteField,
Bangalore – 560 066. India
T: +91-80-4139 5139
F: +91-80-4139 6969
www.sap.com

**The employee benefits listed above are available only during active employment with SAP. These cannot be encashed or modified. SAP reserves the right to withdraw or alter the benefits at any time without prior notice to the employee. The values attributed to the benefits are arrived on an estimated value and are subject to change at sole discretion of SAP Management.*
**OwnSAP is a share purchase plan wherein company contribution is subject to employee participation in the program and the company contribution amount varies based on Fixed Pay and employee contribution percentage.*
***Higher Education fees fully paid by SAP. The initial one-time admission fee of INR 18,000 is also paid by SAP.*

In addition to the above compensation components, as part of the best-in-class benefits SAP offers, FlexBen program, which allows you to choose your benefits as per your needs.

In addition, you will also be eligible for other benefits offered by the company like paid leaves, transportation, food, and maternity benefits etc, as per the prevailing company policy.

Please refer to the enclosed "Annexure" for details of compensation, benefits and terms of this offer. We would appreciate your confirmed acceptance of the above by signing and returning us the duplicate copy of this letter.

Yours sincerely,

For SAP Labs India Pvt. Ltd.

Shraddhanjali Rao
Head of Human Resource, India
SAP India

Sabish Kovath Bhaskar
HR Services Senior Consultant
HR Services Centre, SAP India Pvt Ltd

I accept the terms & conditions of service outlined above

_____ _____

Sirisha Dinavahi Date

VID:- 111716024026
B.SC Maths
2018-2019.

May 13, 2019

Welcome to WILP

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear **Sanjay Kumar**,

Sub: Enrolment letter to Work Integrated Learning Programme ("WILP" or "Academy") as Trainee - Computer Applications

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Trainee - Computer Applications with the WILP which is a customized academic and training programme which will allow you to obtain M.Tech degree from one of the premier Engineer institutions in India.

The duration of the academic programme shall be 48 months from the **date of enrollment with WILP**. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").

Please read through the terms and conditions of your enrolment as provided below.
We look forward to having a long and fruitful relationship with you at WILP, wish you all the best!

Yours sincerely,
For **Wipro Limited,**

Sunil Kalachar
General Manager – Talent Acquisition

Endorsement
I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

_____ .

Signature: **Date:**

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

Sensitivity: Internal & Restricted

8577840

Terms & Conditions

1. PROFILE:

You are enrolled as a Trainee- Computer Applications with the **Work Integrated Learning Programme**. The Company, in association with **a collaborating University** is offering a customized academic and training program to the Trainee along with a "Project Readiness Program" ('PRP') for the purposes of participating in projects at Company as part of the program. This programme will require work integrated learning under WILP. The academic program will enable the Trainee to obtain **M.Tech degree** upon successful completion.

2. DURATION:

The duration of your academic programme will be for a period of 48 months from the date of enrolment. Unless the Academy extends the period of your study in writing, which is done solely at the discretion of the WILP Academy, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Academy extends the academic period (in writing) you will continue to be enrolled as a Trainee - Computer Applications with WILP.

3. Scholarship/Stipend and Benefits

During the WILP program you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, a life & medical insurance would include a cover for you, the premium / cost will be taken care of by Wipro.

1. A Group Personal Accident Insurance (GPAI) Program of **Rs.12,00,000/-.** You could also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.
2. Group Life Insurance Program of **Rs.14,00,000/-** is available for Trainees. This makes it possible to also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, Trainees are also eligible to participate in a contributory medical insurance cover towards hospitalization and additional medical cover.

a. A contributory mediclaim insurance program with reimbursements up to **Rs. 2,00,000 is available to the employee at a monthly nominal deduction**. 10% of the claim amount would need to be borne by the employee.

   If you wish to enhance the coverage, a top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

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The below table shows the prescribed scholarship for various years:

Period	Scholarship	ESI	Consolidated Scholarship (INR Per Month)
First year	15000	712	15,712/- (*)
Second year	17000	810	17,810/- (*)
Third year	19000	910	19,910/- (*)
Fourth year	23000	0	23,000/- (*)

*(*)*You shall be responsible for payment of all statutory contributions, taxes, dues and levies as required under the relevant laws including contributions under Employees' State Insurance Corporation Act **(at 1.75% of your Scholarship)** as and when applicable to you. Such contributions, taxes, dues and levies where required, shall be deducted from your Scholarship and benefits according to applicable laws and regulations.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Academy subject to your satisfactory progress of study, acquisition of skills, behavior, regularity and punctuality in attendance. Your continued enrolment in the course, will be at the discretion of the Academy, and is subject to satisfactory performance as prescribed in the WILP portal. In case your project performance at any stage is not found to be satisfactory, then you would be put on a performance improvement plan (PIP). Post PIP, if there is no improvement in project performance, the Academy may at its sole discretion discontinue your enrolment in the WILP program.

Book Allowance:
A Book Allowance of INR 1,250/- will be paid per Trainee per semester. This allowance will be paid every semester except the last semester when you will be engaged in dissertation. The allowance will be paid to you centrally along with your scholarship at the beginning of the semester and you will not be required to provide any inputs from your end to obtain the allowance. The allowance will be subject to tax. Book allowance is applicable only when a Trainee is registered for the semester.

Scholarship Advance:
You can avail a scholarship advance in case of any personal financial emergency. Details of the policy can be viewed in the policy section on the WILP portal

4. Training Agreement:

a. This letter of enrolment is subject to your Training Agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining Wipro.

b. Training agreement in Wipro is for a total period of 60 Months - for developing your skills and knowledge. Technical Class Room training will be for a period of 1.5 months and practical experience and training will be for the next 58.5 months. The Company invests on your behalf for the cost of the training Should you discontinue the WILP programme or your enrolment to the program is cancelled for any reason whatsoever, before the completion of 60 months from the date of joining, the training expenses of Rs. 75,000/- will have to be reimbursed by you as detailed in the Training Agreement.

5. PROJECT READINESS PROGRAM (PRP)

a. Project Readiness Program (PRP) is offered by Wipro - Talent Transformation Department to all campus and off-campus recruits. The broad objective of PRP is to equip you with the necessary knowledge and skills that will enable you to start working on real-life project work which is an integral part of the Work Integrated Learning Program.

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6. CONFLICT OF INTEREST:

a. You are required to engage yourself exclusively in the work assigned by Wipro and 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.

a. 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.

b. The Conflict of Interest Policy also refers to the need on your part, during your enrolment and for a period of one year from the cessation of your enrolment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of Wipro to terminate their employment with Wipro or to accept enrolment with any competitor, supplier or any customer with whom you have a connection.

i. Any customer or vendor of Wipro to move his existing business with Wipro to a third party or to terminate his business relationship with Wipro.

ii. Any existing employee to become associated with, or perform services of any type for any third party.

c. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand Wipro's position on this and resolve the conflict.

7. OBLIGATIONS AND RESPONSIBILITIES:

a. During the study period you will be governed by the WILP regulations and instructions as stated by the Academy, from time to time, in relation to conduct, discipline and other matters.

b. During your study as part of WILP, the Academy would expect you to undergo study in any area in which you are placed, with a high standard of initiative and efficiency. Your high commitment as a Trainee in the Academy would be a requirement.

c. You would not be allowed to seek membership of any local or public body without the written approval from the Manager of the Academy.

d. During the study period and thereafter , you would not be allowed to give out to anyone in writing or by word of mouth or otherwise, particulars or details of work - process, technical know-how, research carried out, security arrangements, or administrative and/or organizational matters of confidential or secret nature which you may come across during your academic study or become known to you by virtue of your undergoing study under the Academy or otherwise

e. You are bound by all regulations, instructions and policies of the Academy. These are updated / modified on a periodic basis and new policies may be introduced and notified to Trainees from time to time and you will be bound to comply with the same

f. In consideration of the opportunities, trainings 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 Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, 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 Wipro and in the course of your association with the Academy. This covenant shall endure during your association and beyond the cessation of your association with the Academy (irrespective of the circumstances of, or the reasons for, the cessation).

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g. In connection with your association with Wipro as part of the Work Integrated Learning Program and during the term of your association 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 or academic session hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

During the period of academic study, if you develop or conceptualize inventions, ideas, concepts, discoveries, techniques and improvements (including without limitation computer software) solely or jointly with others in relation to the operation of the Academy / Wipro, such developments will be fully communicated to the Academy and will be the sole intellectual property of Wipro. You agree to cooperate in the execution of documents to facilitate the assignment of such intellectual property when required.

8. 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 Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, 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 Wipro and in the course of your enrolment. This covenant shall endure during your enrolment and beyond the cessation of your enrolment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation).

a. During your training on projects at Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer (if any) 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 Wipro.

9. ASSIGNMENT OF INTELLECTUAL PROPERTY

In connection with your enrolment and during the term of your enrolment, 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.

10. POSTING:

During the initial study period, initially you would be made familiar with Wipro, but you may if needed be re-assigned or transferred to another division, department, establishment or new location where Wipro, has its office or operation and WILP classes are running in the particular location, in India, without enhancing the scholarship amount. On placement of this nature, you will also be governed by the disciplinary rules and regulations as applicable in that unit/branch. You may also be placed in any sister company of Wipro, for practical studies.

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11. MISCONDUCT:

a. In case you are charged with any misconduct or disciplinary issue during your study period, you may be liable to be suspended without payment of scholarship amount, for such period as the Academy may deem fit. If the charges are proved against you may become liable for discontinuation of academic study and termination from enrolment, without notice or payment in lieu of notice not withstanding any clause of this letter of enrolment and with no prejudice to Wipro's right to enforce the Training agreement.

b. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro's right to enforce the Training agreement, the Academy shall have the right to terminate your academic study without any notice or payment in lieu thereof, if any declaration given or information furnished by you to the Academy / Wipro is found to be false or if you are found to have willfully suppressed any material information.

12. CANCELLATION OF ENROLMENT:

Notwithstanding any of the clauses of this letter of enrolment, the management of the Academy, reserves the right at its sole discretion of terminating this enrolment during the study period without assigning any reason, by giving one months' (30 days) notice or one month's scholarship/stipend in lieu of notice.

13. STUDY HOURS:

As a Trainee - Computer Applications, you will be called upon to undergo studies during the hours and days as may be fixed by the Academy from time to time. Normally, your "Project work" would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval. You would be operating from any of the locations, as may be decided by the Academy.
The full day lecture sessions will be held at any of Wipro's other establishments/outsourced venue. You may also be called upon to attend academic study as and when required on holidays, as may be scheduled in accordance with the convenience of the Academy.

14. GENERAL:

a. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP program without any prior notice.
b. The terms of this letter may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter 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.
c. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
d. You warrant that you are not prevented by a court or by any other administrative or judicial order from enrolling under this agreement. 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.
e. During the period of enrolment you are required to comply with all policies of WILP. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Trainees from time to time. You agree to comply with all policies as modified from time to time.

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ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I ----------, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ("Wipro") being a part of WILP of Wipro for the following purposes:

a. validating my application form and retaining records on the same for any future reference/verification;

b. processing my application form including background verification checks;

c. academic study related actions including record keeping, processing scholarship advance and benefits and any action required in the context of my enrolment with Wipro, being a part of WILP.

In this context, I also agree to the retention of such Personal Information 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, relating to me that is available with Wipro and is capable of identifying me."

Name:

Date: __/__/____

Signature.....

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15. ON COMPLETION/CANCELLATION OF ACADEMIC PROGRAMME:

a. On Completion/Cancellation of the academic programme, you will immediately surrender to Wipro/ the Academy all specifications, formulae, documents, literature, drawings or records, etc. belonging to Wipro/ the Academy or relating to its business and shall not make or retain any copies of these items.

b. On successful completion of the study, you will be eligible to receive the M.Tech degree from the collaborating University, in recognition of your successfully completing the course. You are not eligible to receive any certificate if you do not successfully complete the academic study in accordance with this letter of enrolment and the study scheme formulated by the Academy.

c. Wipro reserves the right to offer employment at its sole discretion to a WILP Trainee on successful and satisfactory completion of the academic study.

d. All students / trainees of the work integrated learning programs will be given testimonials at the end of the successful completion of the M.Tech degree programme. Trainees being students of the Academy, are not entitled for the issuance of any experience letter in case they discontinue the academy for what so ever is the reason. The testimonial contains the timeline in the Academy and the kind of project works carried during the work integrated learning opportunity.

16. DATE OF COMMENCEMENT OF ACADEMIC STUDY:

In case if you accept the above terms and conditions, you are required to return the duplicate of this letter of enrolment, duly signed by you as a token of your acceptance on the day you report for undergoing study.

Please confirm that the above terms are acceptable to you and that you accept the enrolment by signing a copy of this letter of enrolment and submitting the same on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Sunil Kalachar
General Manager – Talent Acquisition

I have read, understood and agree to accept the enrolment on the terms and conditions herein.
I shall be reporting for duty on __/__/____
Name: _____
Signature: _____ Date: __/__/____
Place: _____

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ANNEXURE II

I hereby confirm that I shall submit the required academic certificate 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 enrolment is subject to my aggregate meeting the Wipro 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 termination of my enrolment with Wipro.

Name:

Date: __/___/_____

Signature:.....

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ANNEXURE - III

INITIAL INDUCTION PROGRAM

The Talent Transformation team at Wipro grooms campus selects to help them face the challenges of the corporate world.

A holistic 360 degree approach to training is adopted and helps them hone their fundamental computer skills followed by insights into Wipro businesses, process, technology and behavioral skills.

To understand and appreciate the mindset of the young Trainees and ensure that the transformation is smooth, the induction program is done by a team of dedicated professionals who have exposure to the academic and corporate sectors alike. Project Readiness Program (PRP) is a training program designed to address the basic learning needs of the Trainees.

Corporate Readiness Program - CRP

The CRP program is focused on making young Trainee comfortable in a corporate environment. This program starts with a corporate induction.

"PINNACLE " a behavioral skills building training program ensures that the fresh Trainee start feeling at ease in the "corporate world". This activity based behavioral intervention informs the new entrants about the corporate work culture and business etiquette.

Technology Readiness Program - TRP

The technology training provides critical technical skills required to work on projects allocated to Trainees and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

The methodology of training is "Project Based Learning" (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

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Accommodation, Food & Other Miscellaneous Expenses

a. For joining, you will be eligible for travel reimbursement for AC 2 Tier rail only, at actuals on providing relevant tickets. For a Trainee with disability, airfare for self and one escort will be reimbursed at actuals on providing relevant tickets and approval mail from campus manager.

b. You would be entitled for Rs. 400 per day for 8 days (total amount of Rs. 3,200) 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 and you would not need to submit bills towards usage of this amount.

c. 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.

d. You would not be eligible for accommodation at the Wipro guest houses.

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Sam Vivian **30th Sept 2019**

Hyderabad

Dear Sam

Congratulations once again!! It is indeed our pleasure to offer you a role of **Associate Trainer** in **Cultfit Healthcare Private Ltd** "Company"). You will be paid an all-inclusive remuneration of INR 3,00,000 /- per annum during probation period and INR 4,65,000/- post completion of probation period.

This Offer Letter includes your Employment Agreement and details of compensation.

To accept this offer, please sign and return one copy of this offer letter and employment agreement to Human Resources department at the address mentioned in the letter and retain the other copy for your records. We request you to keep this offer letter confidential.

In case you do not return the accepted and signed copy of this offer letter within 5 working days, the offer may stand withdrawn. The Company reserves the right to withdraw the offer made to you, before your acceptance, without providing any reasons to you. Further, the Company also reserves the right to withdraw the offer made to you even after the acceptance of such offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company.

The proposed start date of your employment at the Company is 1st October 2019**.** Please confirm the date of joining along with your acceptance. In case you do not report at job on or prior to the agreed upon date, it shall be deemed that you have declined this offer.

Welcome to [•] Family! We wish you a long and fruitful career in the Company.

Yours Sincerely,

Authorized Signatory **Acceptance Sign & Name**

EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT ("**Agreement**") is made and executed on the date prescribed under Part A of Annexure A ("**Effective Date**") by and between:

Such entity as specified under Part A of Annexure A (hereinafter referred to as the "**Company**", which expression shall, unless repugnant to the context and meaning thereof, mean and include its successors and permitted assigns);

AND

The person whose details are provided under Part A of Annexure A (hereinafter referred to as the "**Employee**").

The Company and Employee shall be individually referred to as "**Party**" and jointly as "**Parties**", as the context may require.

RECITALS:

(A) The Company is engaged in the business as provided under Part A of Annexure A ("**Business**").

(B) The Employee is desirous of being appointed at the designation prescribed under Part A of Annexure A, and has represented that (a) he/she is a qualified for the said post, (b) has the license to practise, if applicable, as per the designation provided under Part A of Annexure A; and (c) he/she is competent to carry out the functions expected of the said post.

(C) Relying on the representations made by the Employee regarding his/her qualifications, experience, know-how and expertise, the Company has agreed to employ the Employee, subject to the satisfactory completion of a background verification process.

(D) The Company and the Employee wish to record the terms and conditions governing the Employee's employment as set out hereunder

THIS AGREEMENT NOW WITNESSTH AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATION.

1.1. The following expressions when used with capitalised first letter shall have the following meaning, unless repugnant to the context thereof:

(a) ***"Business"*** means the business of the Company as described in Recital A above together with any other business or enterprise that the Company may undertake in the future.

(b) ***"Confidential Information"*** means without limitation, any or all information disclosed, either directly or indirectly, in written, representational, electronic, verbal or other form relating directly or indirectly to the present or potential business, operations or financial condition of or relating to the Company or its clients, customers and customers and shall specifically include (i) inventions, innovations, works, trademarks or intellectual property rights and any idea or know-how; (ii) confidential and proprietary trade secrets of the Company and/or all other information belonging or relating to the Company's business that is not generally known; (iii) proprietary information relating to the development, utility, operation and functionality of Company business plans, details of present and proposed businesses, formulas, ideas, strategies, techniques, Policies, data related to employee or customers, present or proposed vendors/customers, information regarding research and development, unpublished

financial statements, budgets and other financial details, computer programming techniques, methodologies and related technical information, marketing plans, forecasts, licenses, prices or lists, quotes, bids, controls, operating procedures, organisation responsibilities, software programs and files, operating manuals, user manuals, documentation, source code and any and all information pertaining to the Business either now or in the future; and (iv) sensitive personal data or personal information of its customers and clients collected by the Company. Any information disclosed to the Employee prior to the Effective Date by the Company, otherwise falling within any of the categories of Confidential Information, shall also be deemed to be Confidential Information.

(c) ***"Intellectual Property Rights"*** means collectively or individually, worldwide rights relating to the following intangible property, whether or not filed, perfected, registered or recorded and whether now or hereafter existing, filed, issued or acquired: (i) patents, patent disclosures, patent rights, know-how, including any and all continuations, continuations-in-part, divisions, reissues, re-examinations, utility, model and design patents or any extensions thereof; (ii) rights associated with works of authorship, including without limitation, copyrights, copyright applications, copyright registrations; (iii) rights in trademarks, trademark registrations, and applications therefore, trade names, service marks, service names, logos, or trade dress; (iv) rights relating to the protection of trade secrets and confidential information; and (v) Internet domain names, Internet and World Wide Web URLs or addresses; (vi) mask work rights, mask work registrations and applications therefore; and (vii) all other intellectual or proprietary rights anywhere in the world including rights of privacy and publicity, whether or not requiring registration and whether or not such registration has been obtained and (viii) any such rights in and to all software developed for the Company.

1.2. Other terms defined elsewhere in this Agreement, when used with capitalised first letter, shall have the meaning ascribed to them thereat. In this Agreement, unless the context otherwise requires:

(a) The singular includes the plural and conversely.

(b) A gender includes all genders.

(c) Where a word or phrase is defined, its other grammatical forms have a corresponding meaning.

(d) A reference to a section or schedule is to a section of or schedule to the Agreement.

(e) A reference to any agreement or document is to that agreement or document as amended, novated, supplemented, varied or replaced from time to time, except to the extent restricted by this or that other agreement or document.

(f) A reference to any legislation or to any provision of any legislation includes any modification or re-enactment of it, any legislative provision substituted for it and all regulations and statutory instruments issued under.

(g) A reference to a right or obligation of any 2 (two) or more persons confers that right, or imposes that obligation, as the case may be, jointly and severally.

(h) A reference to *conduct* includes any omission and any statement or undertaking, whether or not in writing.

(i) Mentioning anything after *include, includes* or *including* does not limit what else might be included.

(j) The headings and titles in the Agreement are indicative and shall not be deemed part of the Agreement or taken into consideration in the construction of the Agreement.

2. APPOINTMENT AND DESIGNATION

2.1. The Company hereby engages the Employee at the designation prescribed under Part A of Annexure A on the terms and conditions set out herein. Further, the Employee shall report directly to the person provided under Part A of Annexure A.

2.2. The Employee's initial place of posting shall be at Hyderabad. However, the Employee may be transferred to any other unit / office of the Company, or to any group company / sister concern / subsidiary / affiliate / joint venture, whether located in India or abroad.

3. PROBATION AND CONFIRMATION

3.1. The Employee shall be required to serve a probationary period of 3 (Three) months, unless explicitly waived by the Company in writing prior to the commencement of employment. The period of probation may be extended at the discretion of the Company. In case your work and conduct are found to be satisfactory during the probation period you will be deemed confirmed at the end of 03 (three) months unless notified otherwise in writing. Unless stated otherwise, there would not be any change in your employment terms on confirmation.

3.2. During the probationary period, services may be terminated by giving 01 (one) weeks' notice or payment of pro-rata salary in lieu thereof during probation. The Company also may terminate the employment without notice or payment in lieu thereof, without any reason being assigned.

4. DUTIES OF THE EMPLOYEE

4.1. Employee shall perform all his/her duties and responsibilities in a competent and professional manner, subject to applicable laws. To such end, the Employee shall devote his/her utmost knowledge and best skill to the care of such customers as are entrusted to the Employee.

4.2. Employee shall devote the whole of his/her working time, attention and skill to the duties of his/her office and shall faithfully, efficiently, competently and diligently perform such duties and exercise such powers as may from time to time be assigned by the Company.

4.3. The Employee shall observe and comply with the Company's rules, regulations and policies as varied from time to time, including without limitation, code of conduct prescribed for all the doctors, and anti-sexual harassment policies formulated by the Company (collectively referred to as "**Policies**").

4.4. The Employee shall ensure that during the Term, shall not behave in such a manner that would be construed as being in violation of the rules and regulations of the Company and/or of applicable law. In addition to the above, the Employee shall at all times during the Term:

a. keep the Company promptly and fully informed (in writing if so required or requested by the Company) of any matter, case, assignment that exposes the Company to liability and also provide such further information, written records and/or explanation as the Company may require. The Employee must also immediately inform the Company in writing, in the event (i) the Employee's license has been terminated or suspended; (ii) the Employee has been reprimanded or received any show cause notice from any state or local authority; (iii) a malpractice claim or investigation has been made against the Employment, or a

settlement has been agreed to by Employee; or (iv) the Employee becomes the target of, or defendant in, any civil or criminal investigation or action involving moral turpitude or alleging the Employee capability to practice medicine;

b. refrain from absenting himself from work without reasonable cause. In the event of the Employee remains absent continuously without any intimation/prior-sanctioned leave for a period of 06 (six) days, the Employee will be deemed to have abandoned the job voluntarily and therefore the employment of the Employee will be terminated forthwith without any notice;

c. refrain from resorting to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to Employee's service or the service of any other employee.

d. not directly or indirectly request, agree to receive, or accept kickbacks, payoffs or other payments or transfers of anything of value in monetary terms or otherwise from customers or third parties in the course of his/her employment; and

e. not to disparage the Company or any of its officers and employees, or act in any manner whatsoever which may damage the Business of the Company or which would adversely affect the goodwill, reputation, and business relationships of the Company with the public generally, or with any of its patrons, clients and customers, whether existing, prospective or otherwise.

4.5. If it is found that the Employee has misrepresented any information in his/her application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, the Employee's employment are liable to be terminated any time, without any notice or compensation in lieu thereof.

5. COMPENSATION AND BENEFITS

5.1. The Employee's remuneration and benefits as are set forth in Part B of Annexure A ("**Compensation**") annexed hereto. The remuneration shall be payable monthly in arrears after deduction of applicable statutory withholdings. Each Party shall bear and fully comply with their respective tax liabilities arising from the provisions of this Agreement.

5.2. The Company shall reimburse all reasonable business expenses properly incurred on behalf of the Company by the Employee in the course of the employment, as per the relevant Policies in force at the time of incurring such expense. Such reimbursement shall be subject to the presentation by the Employee of documentation, expense statements, vouchers, and such other supporting information as the Company may request, or as may be consistent with the standard policies and practices of the Company.

5.3. Employee shall be entitled to participate in all benefit programmes that the Company establishes and makes available to its Employees, to the extent that the Employee's position, tenure, salary, age, health and other qualifications make him eligible to participate.

6. INTELLECTUAL PROPERTY RIGHTS

6.1. Notwithstanding the disclosure of any Confidential Information by Company to the Employee, the Company shall retain title and all Intellectual Property Rights and any and all other proprietary rights in the Confidential Information. Nothing in this Agreement shall be construed as granting or conferring any rights by license or otherwise, expressly, impliedly or otherwise in favour of the Employee over any of the Confidential Information disclosed by Company. This clause shall survive the expiry or earlier termination of this Agreement.

7. NON-COMPETITION AND NON-SOLICITATION

7.1. During the Term, unless the Employee has obtained written consent of the Company, the Employee will not, directly or indirectly, in any individual or representative capacity, engage or participate in or provide services through any business that is competitive with the types and kinds of business being conducted by Company.

7.2. During the Term and for a period of six (6) months thereafter, the Employee shall not solicit the services of any of Company's employees, consultants, suppliers or customers for the Employee own benefit or for the benefit of any other person or entity.

8. CONFIDENTIALITY

8.1. Employee acknowledges that as a consequence of his/her employment under the Agreement, he/she has been and will be given access to Confidential Information. Employee agrees that while being employed by Company, and upon termination of employment, for any reason whatsoever, he/she shall not, directly or indirectly, use for himself/herself or use for/ disclose to any person or entity, any Confidential Information except as may be necessary in the proper discharge of his duties, as required by law, or with the prior written consent of the Company. Use of the Confidential Information contrary to the provisions of this Clause constitutes, among other things, criminal breach of trust in terms of the provisions of the Indian Penal Code, 1860.This clause shall survive the expiry or earlier termination of this Agreement.

9. INDEMNITY

9.1. The Employee will indemnify and hold harmless the Company its officers, employees, directors, affiliates, assigns, licensees, representatives and agents ("**Indemnified Party**") against any and all liabilities, damages, demands, losses, claims, charge, penalty, costs and expenses (including reasonable attorney's fees) that may be incurred or suffered by the Indemnified Party arising from the following: (i) violation of the terms, representations and warranties of this Agreement including breach of the terms contained in the Policies; and (ii) any destruction of tangible or intangible property of the Company, including loss of use resulting from any act or omission solely attributable to the Employee.

10. REMEDIES

10.1. In the event of a breach or a threatened breach of any of the covenants contained in Clauses 8 and 9, the Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to have such covenants specifically enforced by any court having jurisdiction, it being acknowledged and agreed that any material breach of any of the covenants will cause irreparable injury to the Company and that monetary damages will not provide an adequate remedy to the Company. Accordingly, in the event of any breach or threatened breach by the Employee of any of the provisions of this Agreement the Company shall, in addition to and not in limitation of any other rights, remedies, or damages available to the Company at law or in equity, be entitled to a restraining order to prevent or to restrain any such breach by the Employee and/or by all persons directly or indirectly acting for, on behalf of, or with the Employee.

10.2. No right, power or remedy herein conferred on the Company is intended to be exclusive of any other right, power or remedy. Every right, power and remedy shall, to the extent permitted by law, be cumulative and in addition to every other right, power and remedy given hereunder or now or hereafter existing at law or in equity or otherwise, and may be exercised from time to time and as often and in such order as may be deemed expedient by the Company.

11. TERM AND TERMINATION

11.1. Employee shall continue to be employed by the Company until such time as the Company or the Employee (subject to the provisions of Clause 11.2 and 11.3 below), terminates his/her employment ("**Term**").

11.2. The Company may at any time during the Term, terminate the Employee's employment:

(a) without cause, by giving 30 (thirty) days' prior notice in writing to the Employee, or salary in lieu of such notice; or

(b) without notice if the Employee breaches any of the terms of this Agreement, or the Employee has been negligent in carrying out, or has failed or refused in any material respect to serve and carry out his duties and responsibilities as required under applicable law.

11.3. Employee may terminate his employment by giving 1 (One) months' prior notice in writing ("**Notice Period"**) to the Company, provided that the Company may, at its discretion, relieve the Employee from his/her duties at any time after receipt of the notice, prior to the expiry of the Notice Period.

11.4. If at any time during the course of the employment, if the Employee is found guilty of misconduct or any wilful breach or continuous negligence of the terms of this Agreement or rules of dereliction of duties and/or instructions given to the Employee from time to time, the Company may suspend the Employee's employment with the Company, and take action to remove the Employee from the services of the Company in accordance with law.

11.5. Termination of the Employee's appointment hereunder shall be without prejudice to any rights which have accrued to the Company at the time of termination which shall survive the termination of the Agreement.

11.6. *Consequences of Termination*. Termination of employment shall not release the Employee from his/her obligations and liabilities which have accrued prior to the date of termination and those surviving termination. Employee shall, at the time of leaving the services of the Company, return all property of the Company and materials/documents of containing Confidential Information, which he/she is in possession of.

12. GOVERNING LAW AND JURISDICTION

12.1. The law governing the Agreement shall be that of India. Each Party consents to the exclusive jurisdiction and venue of the courts of Hyderabad in all matters arising out of or relating to the Agreement and any order, decree, direction or award shall be final and binding.

13. REPRESENTATION AND WARRANTIES

13.1. Employee represents and warrants to the Company that:

a) he/she has the full right, power and authority to execute, deliver and perform the duties under the Agreement.

b) the execution and delivery of the Agreement by him/her and performance by him/her of his/her duties and obligations hereunder do not and shall not result in any breach or constitute a default under and are not and will not be in conflict with, or prohibited by any agreement to which he/she is a party or by which he/she may be bound.

c) he/she is not currently and has never been subject to expulsion, bar, suspension or other disciplinary proceeding or action from or by any statutory or regulatory authority.

14. MISCELLANEOUS

14.1. *Consent.* Employee hereby unequivocally consents to the Company collecting, using, or disclosing his/her personal information. Such data or information may be collected, used or disclosed for purposes such as administering the employment relationship, processing pay, conducting background checks and generally discharging all human resource management activities. The Employee also hereby consents to the Company transferring such personal information within the organisation to other states, territories or countries as required by law for internal administrative purposes. Further, the Employee also irrevocably agrees to execute any other or additional document(s) which the Company / any third-party agency acting on its behalf may require in order to better perfect its rights in this regard. The Company represents that except for the purposes mentioned herein or if required under law, the Company will not disclose to any third party or otherwise use in any manner, the personal information without the Employee's prior consent.

14.2. *Waiver.* The failure of any Party to insist, in any instance, upon performance of any of the terms or conditions of the Agreement, or the waiver by any Party of any term or condition hereof in any one instance, shall not be construed as a waiver of future performance of any such term or condition, and the obligations of any Party with respect thereto shall continue in full force and effect.

14.3. *Entire Agreement; Amendments.* The Agreement supersedes and cancels any and all previous understandings, representations and agreements of whatever nature between the Parties with respect to the matters covered herein. The Agreement sets forth the entire agreement between the Parties with respect to the subject matter herein and may be amended only by an agreement in writing signed by all the Parties hereto.

14.4. *Severability.* If any provision of the Agreement is held to be illegal, invalid, or unenforceable under any present or future law, and if the rights or obligations of the Parties under the Agreement are not materially and adversely affected thereby: (a) such provision shall be fully severable; (b) the Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part hereof; (c) the remaining provisions of the Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance therefrom; and (d) in lieu of such illegal, invalid, or unenforceable provision, there shall be added automatically as a part of the Agreement a legal, valid, and enforceable provision as similar in terms and effect to such illegal, invalid, or unenforceable provision as may be possible. However, if there is no automatic addition as aforesaid, the Parties hereto shall mutually agree to provide a legal valid and enforceable provision as similar in terms and effect to such illegal, invalid or unenforceable provision as may be possible.

14.5. *Counterparts.* The Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

14.6. *Notices.* Any notice or other communication to be given by one Party to any other Party under, or in connection with, the Agreement shall be made in writing and signed by or on behalf of the Party giving it. It shall be served by letter or facsimile transmission (save as otherwise provided herein) and shall be deemed to be duly given or made when delivered (in the case of personal delivery), at the time of transmission (in the case of facsimile transmission, provided that the sender has received a receipt indicating proper transmission and a hard copy of such notice or communication is forthwith sent by prepaid post to the relevant address set out below) or 5 (five)

days after being dispatched in the post, postage prepaid, by registered mail to such Party at its address or facsimile number specified herein or at such other address or facsimile number as such Party may hereafter specify for such purpose to the other Party hereto by notice in writing.

The addresses for the purpose of this clause are as follows:

If to the Company:

As per Part A Annexure A

If to the Employee:

As per Part A Annexure A

IN WITNESS WHEREOF the Parties have executed the Agreement on the date mentioned above at Bangalore:

_____

On behalf of the Company
Authorized Signatory
(Ravi Gupta)

_____

Employee
Name: Sam Vivian
Date: 1st October 2019

Annexure A

Part A:

Details of Company

S. No.	Requirement	Detail
i)	Name of the Company	Cultfit Healthcare Private Ltd
ii)	Registered office address	No. 1090/A Sector 3, HSR Layout, Bangalore
iii)	Business	Fitness

Details of Employee

S. No.	Requirement	Detail
iv)	Name	Sam Vivian
v)	Date of birth	-
vi)	Designation and Registration number, if applicable	
vii)	Current residential address	-
viii)	Permanent residential address	-
ix)	Contact Number	9652310267
x)	Alternate Contact Number	
xi)	Personal e-mail	samvivian07@gmail.com

xii)	Employee's Reporting Manager	-

Part B: Compensation and Benefits

Name of the Company	**Cultfit Healthcare Pvt.Ltd.**	
Employee Name		
Designation	**Trainer**	
Total CTC Per Annum	**300000**	
Category	**Skilled**	
Gross Cost	**Per Month**	**Per Annum**
A. Monthly Salary		
Basic + DA	10136	1,21,632
House Rent Allowance	1565	18,780
Performance Incentives	FALSE	-
Telephone/Internet	2500	30,000
Books	2000	24,000
Uniform	2000	24,000
LTA	5000	60,000
CCA	0	-
Statutory Bonus	583	6,996
Gross Cost	23,784	2,85,408
B. Retirement benefits		
Provident Fund	1216	**14,592**
ESI Contribution	0	**-**
Total	**1,216**	**14,592**
C.Total Cost to Company (A+B)	**25,000**	**3,00,000**
Authorised Signature		
Monthly Deductions		**Amount in Rs.**
Employee's PF Contribution		1,216
Employer's PF Contribution		1,216
Employer's ESIC Contribution		-
Employee's ESIC Contribution		-
Professional Tax		150
Income Tax		As Applicable
Total Deductions *		2,582
E. Take Home Salary(Pre-Tax)- C-D		**22,418**
* The Monthly deductions includes Employee's PF, Employer's PF & Professional Tax		

a) Bonus (of whatsoever nature) will have to be returned in the event the employees leave the Company within 365 number of days (12 months) from the date of their joining.

b) Salary break ups and benefits to be accorded to the employees shall be in accordance with the policy shared with them which employees shall adhere at all times.

c) Applicable Tax will be deducted at the time of payment.

Offer: Computer Consultancy
Ref: TCSL/DT20219013977/Kolkata
Date: 08/12/2021

Ms. Keerthana Polasa
Padmaja Residency, Road No:04, S.V.Nagar Colony ,NagaramS.V.Nagar Colony,
Vijaya Hospital,
Hyderabad-500062,
Telangana.
Tel# -

Dear Keerthana Polasa,

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 **₹3,53,578/-** per annum, as per the terms and conditions set out herein.

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 / TCS Xperience (detailed under Terms & 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.

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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

COMPENSATION AND BENEFITS

BASIC SALARY
You will be eligible for a basic salary of **₹15,000/-** 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 **₹6,000/-** 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 **₹1,035/-** 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.

PERFORMANCE PAY

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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 / Xperience Program.

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.

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

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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.

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

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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 recommended 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.

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

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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.

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

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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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

11. 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.

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

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
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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

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

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.

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20. 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 documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

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21. 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. 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.

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.

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.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion

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initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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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



Girish V. Nandimath
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	**Keerthana Polasa**
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	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
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	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
TOTAL GROSS	28,807	3,53,578

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 / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

*** 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	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
GROSS BOUQUET OF BENEFITS	8,785	1,05,420

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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

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. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. 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.

9. 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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10. 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.

11. 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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BSC Animation – 18.

111716027018

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Infosys Digital - Final Selects

23 messages

Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
To: "loyolaplacements@gmail.com" <loyolaplacements@gmail.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 4:06 PM

Dear Sir,

Greetings from Infosys!

This is with reference to the recruitment process conducted at Jawaharlal Nehru Architecture And Fine Arts University, Hyderabad on 18th February for the 2019 batch. Please find attached the final list of students who have been selected for offer. Kindly revert with the offer acceptance from the below candidates latest by **Tuesday 5th March 2019** for our records.

Sr. No	Candidate Name	Mail ID	Status	Offered Role	Compensation
1	Nikita Mukherjee	nikita.mukherjee23@gmail.com	Selected for Offer	Designer - Experience Design	3.25 LPA
2	Agreema Gupta	agreema.9247@gmail.com	Selected for Offer	Designer - Experience Design	3.25 LPA

offer.

Kindly convey our wishes to all the selected students. Please feel free to connect with me for any further clarification regarding the same.

Note : Please note that our offer is conditional upon fulfilling the eligibility criteria as specified during the recruitment process. The Organization has the discretion to withdraw the offer at any point in time, in case of falsification of data / candidate's not meeting the criteria.

Look forward for a long and successful relationship with your institute.

Regards,

Padmini Settikere

Lead – Talent Acquisition

Infosys Limited,

Electronics City, Hosur Road,

Bangalore 560100.

M: +91 7022987897

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Stay Connected

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 4:21 PM

Hi Madam,

This is a confirmation email stating the acceptance of the offers by both the students.

Regards,
Vikranth
[Quoted text hidden]

5 attachments

Infosys Navigate your next **image001.png** 6K

image002.png 1K

image005.png 2K

image004.png 1K

image003.png

Academy <loyolaplacements@gmail.com>
admini Krishna Settikere <Padmini_Settikere@infosys.com>
c: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 10:24 PM

Hi Madam,

Could you please let me know when can we expect the offer letters and further details about their joining?

Regards
Vikranth
[Quoted text hidden]

Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
To: Loyola Academy <loyolaplacements@gmail.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Fri, Mar 1, 2019 at 8:38 AM

Dear Sir,

Please note students will receive their offer letter one month before their date of joining. We will be in touch with you to understand the tentative date by when they can join and keep you posted on details accordingly.

[Quoted text hidden]
[Quoted text hidden]

[Quoted text hidden]
[Quoted text hidden]

[Quoted text hidden]

Stay Connected

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Fri, Mar 1, 2019 at 9:48 AM

Dear Ma'am,

Thank you for your update.

Regards
Vikranth jetty
[Quoted text hidden]

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Wed, Apr 24, 2019 at 2:50 PM

Hi Madam,

Could you please let me know, when you the joining date be for the students?

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[Quoted text hidden]

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Tue, Apr 30, 2019 at 2:08 PM

Dear Padmini,

Hi,

This is with regard to the selected students who are awaiting for further communication.

Would be great if you can send a mail of intent to the students personally with tentative DOJ so that they can take that as a confirmation and can wait till they join u.

Trust you would understand their perspective and do the needful at the earliest.

Thanks in advance.

Best Regards,

Sushma Manne

Placement Officer - Training and Placement Cell

Loyola Academy Degree and PG College

Old Alwal, Secunderabad, TS-500010

Mob: 91- 9515026132 I Off:040-27862363 I 27860077 Ext:313

[Quoted text hidden]

Pramod_MV <Pramod_MV@infosys.com>
To: Loyola Academy <loyolaplacements@gmail.com>, Anshi Garg <anshi.garg@infosys.com>

Tue, Apr 30, 2019 at 5:41 PM

Dear Madam,

Padmini has moved out of Infosys and hence i request you to kindly connect with Anshi and me for future queries.

With reference to the offers made for the 2019 batch, we are yet to finalise on the date of joining for the offered students. This will mostly be around September-October 2019.

Kindly inform the offered students on the same. We can address the students on a call based on your inputs, please update.

WASSAN

Private & Confidential

Agreement Letter

Multimedia & Animation.

Date: 01.06.2019

To,
Ms. Keerthana
D/o M L Krishnam Raju,
1-17/49, Ram Nagar Colony, Temple Alwal,
Secunderabad - 500010
Email Id: keertanaraju26@gmail.com

Dear Ms.Keerthana.

We are happy to seek your services as a Designer & Video Editor, consultant to WASSAN. WASSAN stands for the core values such as team spirit, hard work, excellence and innovations. You are expected to stand for the above values.

The following are the terms of reference:

1. **Period of Contract:** The period of contract with WASSAN is for 1 year w.e.f 1st June 2019 to 31st May 2020. This contract can be terminated by either side with 30 days of prior notice or can be renewed with mutual consent. Your performance will be evaluated at the end of 2 months and it will be treated as probation period.
2. **Headquarter:** Your head quarter is Hyderabad. Depending on the needs of the organization, your headquarters may be changed.
3. Your work with WASSAN is full time and governed by the organizations roles including leaves .You are expected to accomplish the outputs specified for a month.
4. Your Contract fee is Rs 18000/- per month (Rupees Eighteen Thousand Only) TDS and other taxes would be applicable. You will be paid against appropriate invoice duly authorized by the team leader.
5. You are eligible for fixed amount of phone expenses of Rs: 250 per month.
6. You are eligible for the Personal Accident Insurance Policy and Mediclaim Policy for yourself.
7. You are not eligible or entitled for any other allowances or claims from WASSAN.

WATERSHED SUPPORT SERVICES AND ACTIVITIES NETWORK
12-13-452, Street No. 1, Tarnaka, Secunderabad - 500 017.
Ph : Telefax : 040 - 27015295 / 96
Web : www.wassan.org e-mail : wassanmail@gmail.com

8. You will report to Ms. Aneetha , WASSAN who is your Team Leader.
9. Your roles, responsibilities, tasks and deliverables will be indicated by your Team Leader.
10. Office Timings: You will be following the timings/ norms that are generally followed in your headquarters.
11. WASSAN is committed to provide a safe and secure workplace for its employees, especially for women. You are required to follow the Guidelines against Sexual Harassment at Workplace in letter and spirit.
12. Work at WASSAN involves multitasking and working with several partners. Depending on the need, you will be deputed to WASSAN Foundation and you are expected to perform tasks assigned to you as part of this deputation.
13. Your travel and accommodation expenses for the project (On Submission of Bills) will be re-imbursement by WASSAN

If you are agreeable to this offer, then kindly sign the duplicate copy of this letter as a token of your acceptance.

With best regards,

A.Ravindra
Executive Secretary

WASSAN 27015295 Sec-bad-17.

Terms acceptable

(Ms Keerthana) Keerthana 3/6/19
Emergency Phone No: 9550046340

Roles & Responsibilities:

- Conceptualize and design posters, brochures, training materials, books etc., as required from time to time
- Edit videos for training, events, social media etc. as required from time to time
- Edit photographs to be used for social media posts, for publications etc. as required from time to time
- Willing to travel to the field (to capture case studies, videos etc.
- Work with the team (and also individually) to come up with ideas to better the communication of project ideas etc. through communication material.
- Take up any other roles and responsibilities other than those mentioned in the TOR, as required by the organisation from time to time

1171602700f

2018-2019

Animation

To
Shraddha Sinha
(-83111)
Maruti nagar,
Dammaiguda,
Hyderabad(500083)

Date: 06/05/2019

TO WHOMSOEVER IT MAY CONCERN

Dear Ms.Shraddha Sinha

With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to appoint you in our organization as a 3d Modeling & Texturing artist. And your joining date will be on 05-May-2019. We will issue you appointment letter with details within 7 days from the date of your joining.

Yours truly,
FOR Mandelbrot Creative Studio PVT LTD

MANDELBROT CREATIVE STUDIOS PVT LTD
Plot No.A-32, 2nd Floor, Road No.5
Film Nagar, Hyderabad - 500 096

Authorised Signatory

Date: 14th March 2023

Offer Letter

Mr. Nikhil Chama,

Hyderabad

We are pleased to offer you the **regular full-time** position of **"Jr. Pre Visualization Artist"** with **Green Gold Animation Private Limited** with effect from **16th March 2023.**

01. You will report to **"Director"**. Your roles and responsibilities will be shared with you by your reporting manager.

02. Your compensation will be **Rs. 6, 00,000/-** P/A (Six lakh Rupees Only) CTC per annum.

03. You will be initially posted at our ***Corporate Office*** located at #Office No. A1101, The Platina, 11th Floor, A Block, Gachibowli, Hyd – 500032 (Telangana). Depending upon exigencies of work; the company reserves the right to send you on training/deputation/ transfer/on other assignments at any time in the future.

04. The company's core hours of operation are Monday to Saturday from **10*.30 am*** *to* ***7.00 pm****.* Third Saturday and all Sundays are week offs.

05. You shall be on probation for a period of three months from the date of joining. On review, probation period may extend or may be dispensed with anytime during the initial or extended period of probation.

06. You will be entitled to ESIC, Provident Fund and Gratuity as per the Government policy and your Eligibility, Group Medical Insurance if opted.

07. You will be agreeing to and abiding by the "Non-Disclosure and Proprietary Information Agreement". Your employment with us will be governed by terms and conditions mentioned in the appointment letter.

08. Statement of Facts: It must be specifically understood that this offer is made based on your proficiency in Technical/Professional skills you have declared to possess as per the application and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading this offer stand withdrawn.

We welcome you to Green Gold and look forward to a long and mutually beneficial association.
With best wishes,
Yours sincerely,
Green Gold Animation Private Limited

Mahar Prasad J
Head- Human Resources

Annexure I

Cost to Company: **Rs. 6,00,000/-** P/A (Six lakh Rupees Only) CTC per annum.

CTC	50000	600000
Gross	48050	576600
Particulars	**Per Month (INR)**	**Per Annum (INR)**
Basic Salary	24,025	288,300
House Rent Allowance	12,013	144,150
Conveyance Allowance	1600	19,200
Medical Allowance	1,250	15,000
Employer Contribution to Provident Fund	1,950	23,400
Employer Contribution to ESI	0	0
Meal Card	0	0
LTA	2,000	24,000
Other Allowance	6,263	75,150
Dress Allowance	500	6,000
Washing allowance	400	4,800
Employee contribution to Provident Fund	1,800	21,600
Employee contribution to ESI	0	0
Professional Tax	200	2,400
Monthly CTC	**50,000**	
Yearly CTC		**600,000**
Net Pay	**46,050**	**552,600**

Note: *This salary sheet is strictly confidential and must not be discussed with anyone other than your HR. The Above CTC would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations*

Checklist of documents to be submitted by new employee

New employee is required to furnish the following documents, originals of which have to be brought for verification with the copies.

- Relieving letter & experience letter from previous employers
- Proof of last salary drawn (3 months' pay slips and 6 months' bank statement)
- Proof of date of birth
- Certificate of educational qualifications
- Three passport size colored photographs
- PAN Card
- Proof of Address
- Copy of Passport (First & last two pages where applicable)
- Form 16 from the previous employer (where applicable)

Please note the due date to submit the above documents is within one week from joining Green Gold.

Bsc – Multimedia & Animation 2018-19 -

Bsc. Multimedia & Animation.

UID:-111716027015
2018-2019

N

GREEN GOLD

23rd March, 2019

Mr. Julian Mario
Hyderabad

OFFER OF APPOINTMENT

Mr. Julian Mario,

We are pleased to confirm you for a ***regular full-time*** position with ***Green Gold Animation Private Limited.***

01. DESIGNATION: ***Content Writer – Digital Business***

Your designation is merely indicative of the responsibilities which you are required to carry out. While the company will make all necessary attempts to have you work in the area of your expertise, the Company may require you to, at any time, perform other assignments as deemed necessary by business needs of the company.

02. COMPENSATION: Rs 1, 44, 000/- (One Lakh and Forty Four Thousand Rupees Only) per annum CTC

Your salary would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

03. REPORTING/JOINING:

Your appointment will be effective from the date of joining, which shall be as soon as possible but not later than 1st **April 2019** failing, which this appointment letter will automatically stand withdrawn. On your day of joining, you are requested to report to **Mr. Chetan Kedar- Digital Business-Manager**, at the below-mentioned address

04. PLACE OF WORK:

You will be initially posted at our ***Kharkana Office,*** Hyderabad - 500032 (Telangana). However, your services are transferable to any place in the country or abroad or to any of the associates/sister concerns or its subsidiary, whether existing or acquired later on, at the sole discretion of the management.

GREEN GOLD

05. HOURS OF WORK:

The company's core hours of operation are Monday to Saturday from ***9.30 am*** *to* **6.00 pm**.

06. PROBATION:

You shall be on probation for a period of **Six** months from the date of your joining. Probation period may be extended at the discretion of the management or may be dispensed with anytime during the initial or extended period of probation. Unless, otherwise notified, you will become a permanent employee at the end of the probation period.

07. SERVICE RULES:

You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come in force from time to time.

08. DUTIES AND RESPONSIBILITIES:

a. You shall, during your employment with the company, devote whole time and attention to the company's business entrusted to you. You will apply yourself diligently and faithfully to the work that may be assigned to you from time to time and will conform to such directions that shall be given to you by your superiors.
b. You shall not engage yourself directly or indirectly in any business or service, other than company's business and service, unless with prior written permission of the company. You will be governed by and confirm to the service rules of the Company.

09. RETIRAL BENEFITS/INSURANCE:

You will be entitled to Provident Fund and Gratuity as per government policy.

10. TERMINATION CLAUSE:

a. During Probation Period : Your services are liable to be terminated by the company without assigning any reason / giving any notice period. In case you decide to leave the company, you are required to give the company a notice period of 30 – days (or) payment of an amount equivalent to 30 – days gross monthly salary in lieu of the notice period.

GREEN GOLD
Animation Pvt Ltd



b. On Confirmation: This appointment can be terminated by either side, by giving one month's notice or basic 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 at the time of leaving you will ensure that all your on-going activities are successfully completed to the satisfaction of your manager.

10. ABANDONMENT:

Absence from work for a continuous period of three (03) days (including absence upon leave though applied, but not granted) or overstayed for a period of three (03) days after expiry of sanction leave, shall make you lose your lien on the job and your services shall be automatically come to an end without any notice or intimation.

11. CONFIDENTIALITY AND INTELLECTUAL PROPERTY:

Our offer of employment is conditional upon you agreeing to and abiding by the "Non-Disclosure and Proprietary Information Agreement."

12. NON SOLICITATION:

You hereby agree that, while you are employed by Company and for one (01) year following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier.

13. PROFESSIONAL ETHICS:

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. Please deal with the company's money, material and documents with utmost honesty and professional ethics.

14. COMPANY POLICIES AND STANDARDS:

Company has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and

GREEN GOLD
Animation Pvt Ltd

Administration of these policies is within the sole discretion of Company and that these policies do form a part of this Agreement.

It is agreed that if Company introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.

Kindly note that any action of yours, contrary to any of the above mentioned clauses shall render you liable to termination with immediate effect, notwithstanding any other terms and conditions of your appointment.

Mr. Julian Mario , we are excited about having you as a member of the Green Gold Animation's team, and all of us look forward to working with you.

Welcome aboard!

With best wishes,

Yours sincerely,
Green Gold Animation Private Limited

Nageswari Namana
Head- Human Resources



ANNEXURE I

Salary Sheet:

Cost to Company: **Rs 1, 44, 000/- (One Lakh and Forty Four Thousand Rupees Only) per annum CTC**

CTC	12000	144000
Gross	10787	129438
Particulars	**Per Month (INR)**	**Per Annum (INR)**
Basic Salary	5,393	64,719
House Rent Allowance	2,157	25,888
Conveyance Allowance	1600	19,200
Medical Allowance	0	0
Contribution to Provident Fund	701	8,413
Contribution to ESI	512	6,148
Meal Card	0	0
LTA	0	0
Other Allowance	1,636	19,631
Monthly Total	**12,000**	
Yearly Total		**144,000**

GREEN GOLD
Animation Pvt Ltd

ANNEXURE II

Documents submitted on day of Joining:

1. SSC Mark Sheet:_____
2. HSC / XII Standard Mark Sheet:_____
3. Final Graduation Mark Sheet:_____
4. Post Graduation Mark Sheet and Degree Certificate:_____
5. Certificates pertaining to any other Qualifications:_____
6. Relieving / Experience Letter from Previous Employer (If Applicable):_____
7. PAN card:_____
8. Driver's license/ Aadhar Card/ Voter Id card:_____
9. Copy of last 3 months Salary Slip /Certificate:_____
10. Passport Size Color Photographs (3 Nos.):_____

I solemnly declare that the documents submitted is correct to the best of my knowledge, failing which I will be responsible for it.

Employee Signature: _____ Date: _____

Regards,

Human Resources Department
Green Gold Animation Private Limited.

Date: 18th October 2019

To,
Mani Kanta
C/O Drunken Monkey,
Road No. 14, Banjara Hills,
Hyderabad - 500034

1117160170 19
2018-19
BSC. Multi media

Dear Mani,

Congratulations!

The Management is pleased to offer you the position of **Junior Graphic Designer** in our organization with effect from **21st October 2019, Monday** on the terms and conditions mentioned below:

1. You will report to our office at – Drunken Monkey, WHITE MONKEY F&B LLP, Road No 14, Banjara Hills, Hyderabad on the **21st October 2019, Monday**. Your CTC will be **2.4 lacs PA.**

2. You will be posted at **Hyderabad,** but the Management reserves the right to transfer you at any time from one department to another, branch office; subsidiary, associate companies situated anywhere in India or abroad, whether existing or acquired later on. Upon such transfer, rules and regulations applicable to such post and place will be applicable to you.

3. You will be on probation for a period of **6 months** from the date of your joining duty. Your probation period can be extended further, if your work or conduct is not found satisfactory. During your probation period, your services can be terminated by giving one month's notice by either side or basic salary in lieu thereof.

4. On satisfactory completion of your probation period, your services in the organization will be confirmed. A separate letter to that effect will be issued to you. If no letter of confirmation is issued, the probation period shall be deemed to have been extended on the terms and conditions applicable to the initial appointment.

5. After confirmation, your services can also be terminated at any time by giving one month notice by either side or basic salary in lieu thereof.

6. During the tenure of your service with the Company or thereafter, you will not in any manner divulge to any person nor use for any purpose except for discharge of your official duties any information about the policies, operations, plans, know-how, processes, systems and procedures relating to the Company and its associates to whom you have an access to know during the course of your employment.

7. While in employment of the Company, including period of your leave, you will not take either part time or full time employment or engage in any trade/business/profession without the prior written permission of the Management.

8. All works such as research, development, modifications, systems, policies, manuals, products, brands, surveys etc. carried out for the Company during the course of your employment shall be the property of the Company.

9. You will apply and maintain the highest standards of personal conduct and integrity and will deal with Company's money, materials, documents, reputation etc. with utmost honesty and diligence. You will not accept nor give cause to accept any gifts, commissions or other favors of any kind from any individual or body associated with the Company. Any violation of these or any other company procedures can result in disciplinary action against you.

10. Whenever you change your present / local address for any reason, you shall intimate the change to the Company immediately.

11. Your appointment is based on the information furnished by you. If it is found that you have misrepresented, concealed or given any wrong information about your candidature at the time of your appointment, your services can be terminated without any notice or compensation.

12. Upon your separation from the company on account of either resignation or termination, you need to immediately return to the company all the assets and property (including any leased property) of the company including documents, company provided uniforms, files, books, papers and memos in your possession or custody. You will also immediately return any letter of authority or power of attorney issued to you.

13. You will retire from the services of the company on attaining the age of 58 years (Fifty eight years). For determination of age the details in the documents furnished by you at the time of joining will be deemed to be final.

14. You will be governed by the rules and regulations of the Company which are in force and which may become effective from time to time.

We welcome you to join a progressive and winning team with a passion for excellence and look forward to a long and mutually rewarding association. We are sure you will find your employment with us a challenging, learning and rewarding experience.

As a token of acceptance of this offer letter, please sign on each page in acceptance of the terms and conditions set out therein and return a copy of this letter.

This offer is valid only until **21st October 2019, Monday**.

Thanking you,

Nikita

WHITE MONKEY F & B LLP Hyderabad

Nikita Mathews

Manager - PR & Marketing
THE DRUNKEN MONKEY
www.thedrunkenmonkey.in

SALARY BREAKUP

Mani Kanta

Salary Components	Monthly Income(Rs)	Annual Income(Rs)
Basic	8000	96000
Bonus	800	9600
HRA	4000	48000
Conveyance	1600	19200
Medical Allowance	1250	15000
Travel Allowance	1500	18000
Special Allowance	2850	34200
Total Gross	**20000**	**240000**
Total Deductions	0	0
Take Home Per Month	**20000**	**240000**
Total Cost to Company	**20000**	**240000**

BSC Animation – 18.

111716027018

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Infosys Digital - Final Selects

23 messages

Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
To: "loyolaplacements@gmail.com" <loyolaplacements@gmail.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 4:06 PM

Dear Sir,

Greetings from Infosys!

This is with reference to the recruitment process conducted at Jawaharlal Nehru Architecture And Fine Arts University, Hyderabad on 18th February for the 2019 batch. Please find attached the final list of students who have been selected for offer. Kindly revert with the offer acceptance from the below candidates latest by **Tuesday 5th March 2019** for our records.

Sr. No	Candidate Name	Mail ID	Status	Offered Role	Compensation
1	Nikita Mukherjee	nikita.mukherjee23@gmail.com	Selected for Offer	Designer - Experience Design	3.25 LPA
2	Agreema Gupta	agreema.9247@gmail.com	Selected for Offer	Designer - Experience Design	3.25 LPA

offer.

Kindly convey our wishes to all the selected students. Please feel free to connect with me for any further clarification regarding the same.

Note : Please note that our offer is conditional upon fulfilling the eligibility criteria as specified during the recruitment process. The Organization has the discretion to withdraw the offer at any point in time, in case of falsification of data / candidate's not meeting the criteria.

Look forward for a long and successful relationship with your institute.

Regards,

Padmini Settikere

Lead – Talent Acquisition

Infosys Limited,

Electronics City, Hosur Road,

Bangalore 560100.

M: +91 7022987897

www.infosys.com

Infosys
Navigate your next

Stay Connected

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 4:21 PM

Hi Madam,

This is a confirmation email stating the acceptance of the offers by both the students.

Regards,
Vikranth
[Quoted text hidden]

5 attachments

Infosys Navigate your next **image001.png** 6K

image002.png 1K

image005.png 2K

image004.png 1K

image003.png

Academy <loyolaplacements@gmail.com>
admini Krishna Settikere <Padmini_Settikere@infosys.com>
c: Pramod_MV <Pramod_MV@infosys.com>

Thu, Feb 28, 2019 at 10:24 PM

Hi Madam,

Could you please let me know when can we expect the offer letters and further details about their joining?

Regards
Vikranth
[Quoted text hidden]

Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
To: Loyola Academy <loyolaplacements@gmail.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Fri, Mar 1, 2019 at 8:38 AM

Dear Sir,

Please note students will receive their offer letter one month before their date of joining. We will be in touch with you to understand the tentative date by when they can join and keep you posted on details accordingly.

[Quoted text hidden]
[Quoted text hidden]

[Quoted text hidden]
[Quoted text hidden]

[Quoted text hidden]

Stay Connected

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Fri, Mar 1, 2019 at 9:48 AM

Dear Ma'am,

Thank you for your update.

Regards
Vikranth jetty
[Quoted text hidden]

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Wed, Apr 24, 2019 at 2:50 PM

Hi Madam,

Could you please let me know, when you the joining date be for the students?

Regards,
Vikranth
[Quoted text hidden]

Loyola Academy <loyolaplacements@gmail.com>
To: Padmini Krishna Settikere <Padmini_Settikere@infosys.com>
Cc: Pramod_MV <Pramod_MV@infosys.com>

Tue, Apr 30, 2019 at 2:08 PM

Dear Padmini,

Hi,

This is with regard to the selected students who are awaiting for further communication.

Would be great if you can send a mail of intent to the students personally with tentative DOJ so that they can take that as a confirmation and can wait till they join u.

Trust you would understand their perspective and do the needful at the earliest.

Thanks in advance.

Best Regards,

Sushma Manne

Placement Officer - Training and Placement Cell

Loyola Academy Degree and PG College

Old Alwal, Secunderabad, TS-500010

Mob: 91- 9515026132 I Off:040-27862363 I 27860077 Ext:313

[Quoted text hidden]

Pramod_MV <Pramod_MV@infosys.com>
To: Loyola Academy <loyolaplacements@gmail.com>, Anshi Garg <anshi.garg@infosys.com>

Tue, Apr 30, 2019 at 5:41 PM

Dear Madam,

Padmini has moved out of Infosys and hence i request you to kindly connect with Anshi and me for future queries.

With reference to the offers made for the 2019 batch, we are yet to finalise on the date of joining for the offered students. This will mostly be around September-October 2019.

Kindly inform the offered students on the same. We can address the students on a call based on your inputs, please update.

G. Divya
DCDS. 111716031003

Dear Candidate ,

We are pleased to inform that you have been selected by Infosys as Operations Executive subsequent to the Technical/HR round held at Mahatma Gandhi Institute of Technology (MGIT) on 18th January 2019.

You would receive communication from Infosys regarding certificate verification in 1-2 months from now. Joining will be anytime from May 2019 to Dec 2019. Offer letters will be released one month before joining.

Please keep checking your emails regularly.

TASK and Infosys congratulates you !

Regards,

TASK Placement Team

1

UID:- 11716031004
BSC (Computer Data Sci)
2018-2019.

TATA

M CDS.

Offer: Computer Consultancy
Ref: TCSL/DT20185026018/Hyderabad
Date: 27/02/2019

Ms. Garima Gupta
2-9-82/1, Flat No- 205 Sai Chandra Residency Near Bolarum Rly StnRisala Bazar,
Secunderabad,
Hyderabad-500010,
Telangana.
Tel# 91-6387546846

Dear Garima Gupta,

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 **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,93,158/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer you will be issued 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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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

TATA

GROSS SALARY SHEET **Annexure 1**

Name	**Garima Gupta**
Designation	**Graduate Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,100	85,200
Bouquet Of Benefits #	5,332	63,980
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	852	10,224
Gratuity	341	4,098
ESI Contribution##		7,656
Total of Annual Components & Retirals	1,194	18,322
Retention Incentive	NA	0
TOTAL GROSS	15,126	1,93,158

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** 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	2,840	34,080
Leave Travel Assistance	592	7,100
Food Card	500	6,000
Personal Allowance	1,400	16,800
GROSS BOUQUET OF BENEFITS	5,332	63,980

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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

Gmail

Neelima Kolupuri <neelimakolupuri@gmail.com>

izant Offer Letter

age

AcquisitionGroup@cognizant.com <TalentAcquisitionGroup@cognizant.com> Thu, May 30, 2019 at 5:07 PM
limakolupuri@gmail.com

ar Neelima,

rm greetings from Cognizant!

ngratulations and welcome to Cognizant family!! Attached is the soft copy he offer letter. We are sure that there will be a lot of mutual value adds n the beginning of your association with Cognizant!

ile you read through the offer, we would like you to make a note of following,

e offer made is based on internal parity and the overall structure in gnizant. Cognizant incentives schemes are the best in the industry. One he major USP is our Annual Bonus - It is here we try and reward those o have performed outstandingly.

u will receive a mail from CognizantHR@cognizant.com to help you with e pre-joining formalities with us.

e are really excited to have you on-board.

st Regards
gnizant HR - Talent Acquisition Group

ease do not delete this mail as it cannot be resent. Replies to this essage are undeliverable and will not reach the Talent Acquisition Group. ease do not reply.

ttachments

Neelima Kolupuri.pdf
78K

Cognizant

30-May-2019

Dear Kumari Poornima Barik,
B.Sc., Computer Sc & Analytics Engg
Loyola Academy

Candidate ID – 12941952

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** 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.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 19,750/-** 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:**

B.SC CDS

1117160311011

B.SC. Computer. d.S

CDS

CtrlS
Asia's Largest
Tier 4 Datacenter

Apr 10th 2019

To,

Mahima Jyothi,
Hyderabad.

OFFER LETTER

Dear **Mahima,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"CtrlS Datacenters Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs. 2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'.**

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

CtrlS
Asia's Largest
Tier 4 Datacenter

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Mahima Jyothi
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213499**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **CtrlS Datacenters Ltd.**

P Rajani Reddy
Authorized Signatory

Gmail

srivin reddy <srivin05@gmail.com>

Fwd: Capgemini - Letter of Intent

1 message

moniksha mahesh <moniksha2308@gmail.com> Fri, Jun 21, 2019 at 7:48 PM
To: srivin05@gmail.com

---------- Forwarded message ---------
From: **IN, Fresher Hiring** <fresherhiring.in@capgemini.com>
Date: Thu 4 Apr, 2019, 5:27 PM
Subject: Capgemini - Letter of Intent
To: moniksha2308@gmail.com <moniksha2308@gmail.com>

Description: cid:image001.jpg@01D35A53.AD0A11A0

Dear Moniksha,

Thank you for exploring opportunities with Capgemini. Further to you undergoing the selection process successfully, we are pleased to extend a LOI (Letter of Intent) attached with this mail. Please take a print of the LOI, review the document carefully, sign the document, scan the signed document and attach the same while mailing your acceptance.

Note: Reply to the same email with your acceptance within **07 calendar days** and DO NOT compose a new email and DO NOT change the subject of the email. Your response needs to be in the body of the email.

Should you have any query, please feel free to drop in a mail at the below mentioned email id.

fresherhiring.in@capgemini.com

In addition to this, kindly login at https://www.glassdoor.co.in and give your valuable feedback regarding the selection process.

Regards,
Campus Recruitment Team

Description: cid:image002.jpg@01D35A53.AD0A11A0

The information contained in this message is proprietary and confidential.
Copyright © 2017. All rights reserved by Capgemini.

This message contains information that may be privileged or confidential and is the property of the Capgemini Group. It is intended only for the person to whom it is addressed. If you are not the intended recipient, you are not authorized to read, print, retain, copy, disseminate, distribute, or use this message or any part thereof. If you receive this message in error, please notify the sender immediately and delete all copies of this message.

4 attachments

Gmail

srivin reddy <srivin05@gmail.com>

Fwd: Wipro WILP Hiring 2019 | Acceptance of Letter of Intent

1 message

moniksha mahesh <moniksha2308@gmail.com>
To: srivin05@gmail.com

---------- Forwarded message ---------
From: <campus.arena@wipro.com>
Date: Wed 27 Mar, 2019, 8:35 PM
Subject: Wipro WILP Hiring 2019 | Acceptance of Letter of Intent
To:

cid:image002.png@01D4E3C8.D3B81D10

Wipro WILP Hiring 2019 | Acceptance of Letter of Intent

Dear Candidate,

Greetings from Wipro!

Hearty congratulations on your selection with us under **Work Integrated Learning Programme (WILP) Hirin** are pleased to inform you that we have issued your **Letter of Intent** to join Wipro online.

This is your exclusive chance to **build a remarkable career in the IT industry**, while pursuing your higher education i.e. **M. Tech** from a premier educational institution in India, sponsored by Wipro. Take advantage of opportunity to achieve academic excellence & professional experience together. The world of endless opportu awaits you!

To take your candidature forward with us, we require you to **ACCEPT** the **Letter of Intent** online at the earlies Please log on to: https://synergy.wipro.com/campus/cd/ using your credentials and go to: **Offer >> View Lette Intent >> Accept/ Decline** based on your interest to close the pending action.

Note: In case your account is locked, kindly click on '*Reset Password*' and login again using the new passwor (auto-triggered within 2-3 hours to your registered email address) and close the pending action.

For any further queries/ clarifications, please reach manager.campus@wipro.com.

We will be in touch with you with more information soon.

Regards,

Global Campus Hiring Team,

Wipro Limited

cid:image004.png@01D4E3C8.D3B81D10 cid:image004.png@01D3FDC3.2C6E42F0cid:image005.png@01D3FDC3.2C6E42F0cid:image006.png@01D3FDC

Cognizant

30-May-2019

Dear M Sree Vaishnavi,
B.Sc., Computer Science
Loyola Academy

Candidate ID – 12941974

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** 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.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 19,750/-** 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:**

Cognizant

30-May-2019

Dear Rashmi Rajan,
B.Sc., Computer Science
Loyola Academy

Candidate ID – 12941949

In continuation to our discussions, we are pleased to offer you the role of **Programmer 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.212,254/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs.19,750/-** 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.240,982/-**. This includes an annual incentive indication of **Rs.12,000/-**, as well as Cognizant's contribution of **Rs. 19,750/-** 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:

CtrlS
Asia's Largest
Tier 4 Datacenter

Apr 10th 2019

To,

Supriya Reddy,
Hyderabad.

OFFER LETTER

Dear **Supriya,**

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of **"Associate Engineer"** at **"CtrlS Datacenters Ltd."**

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. Your consolidated salary is **Rs. 2,75,000/- p.a.**, (Two Lakh Seventy Five Thousand Rupees Only) and other emoluments will be as per **Appx 'A'**.

2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.

3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.

4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.

6. Your appointment and the employment will be subject to your being and remaining **medically fit**. It is necessary for you to get medically examined, as and when required by the company.

7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.

8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period.

9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:

   (a) Illegal activity - relating to work or not - harming the reputation of the company. (b) Indecent behavior with colleagues, customers or suppliers. (c) Personal bankruptcy / insolvency. (d) Refusal to do any lawful work assigned by the company. (e) Absenteeism. (f) Willful neglect of work. (g) Repeated insubordination or violation of employment rules. (h) Undisclosed conflict of interest. (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company. (j) Corporate espionage

10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:

    (i)Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.

    (ii)Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India

CtrlS
Asia's Largest
Tier 4 Datacenter

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.

12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.

13. You are requested to submit the documents as intimated by the "HRD Department", at the time of joining.

14. You will receive your job profile in due course of time.

15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **CtrlS Datacenters Ltd.**

P Rajani Reddy
Authorized Signatory

CtrlS
Asia's Largest
Tier 4 Datacenter

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

1. Name : Supriya Reddy
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

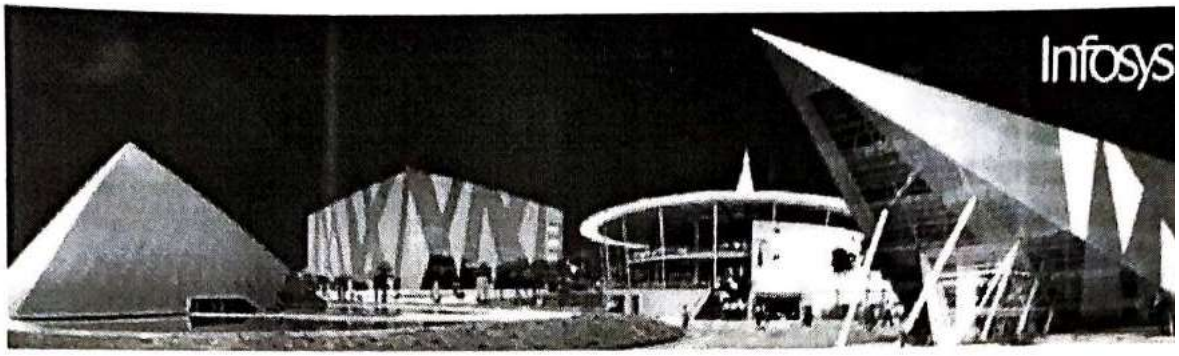
Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	8067	Basic	96804
HRA	5042	HRA	60504
Special Allowance	4683	Special Allowance	56196
A. Fixed Salary	**17792**	**A. Fixed Salary**	**213499**
B. Performance Linked Pay	**2750**	**B. Performance Linked Pay**	**33000**
C. Employer Provident Fund	**1530**	**C. Employer Provident Fund**	**18360**
D. Employer ESI	**845**	**D. Employer ESI**	**10141**
Total CTC (A+B+C+D)	**22917**		**275000**

Note: You will be on a probation period for 6 months. After confirmation of Services, Performance linked pay will be released on monthly basis proportional to your performance.

TDS will be deducted according to the income tax norms

Yours truly,
For **CtrlS Datacenters Ltd.**

P Rajani Reddy
Authorized Signatory



Dear Reshma Reddy P ,

Congratulations!!!

This has reference to your participation in our selection process. We are pleased to extend you an offer of employment as "Operations Executive" in Infosys. Please find attached the offer of employment with your confirmed date of joining. It is mandatory that you carry a print of this, along with the completed service agreement when you join us.

These documents would be considered as original and valid. The instructions to complete the agreement is attached for your reference.

An elaborate communication on the Accommodation and other joining related formalities will follow. Our offer to you as a Operations Executive is conditional upon your having fully completed your graduation, without any active backlog papers and with a simple average not less than what was specified during selection process.

Academic Eligibility Criteria For Joining

Point 1- The academic eligibility criteria for the Role of an Operations Executive has already been communicated to you and your college during the selection process. However to reiterate this, the eligibility criteria stands at Simple average aggregate of 60% throughout Class X, XII & Graduation. This remains the same at the time of joining (with or without your final semester/year results added).

All percentages/CGPA should be simple average of all your subjects/semesters/years including electives, optional subjects, additional subjects, practical subjects, languages etc., No Active backlogs are allowed.

Point 2- In case if you do not meet the above stated eligibility criteria as on the date of joining, you are not eligible to join. Please mail us at offer_extension@infosys.com with your Candidate ID and your Role in the subject line.

Point 3- Your employment will be terminated if there are any backlogs and/or if you fail to meet the required simple average/CGPA including the semesters for which results are awaited, after your joining.

For any changes in your existing profile, please mail us at offer_update@infosys.com. Please mention your Role and Candidate ID in the subject line of your mails.

We look forward to seeing you at Infosys.

Regards,
Team Talent Acquisition
Infosys Ltd.

P.S: Please do not respond to this email id as incoming emails to this account are not monitored

Gmail

NAVADURGA ASSOCIATES <navadurgaassociates@gmail.com>

Fwd: Congratulations on getting selected at Infosys

1 message

Reshma reddy <reshmareddycool6@gmail.com>
To: Navadurgaassociates@gmail.com

Mon, Jun 17, 2019 at 11:21 AM

---------- Forwarded message ---------
From: **TASK** <invites_task@telangana.gov.in>
Date: Thu, 24 Jan 2019, 2:45 pm
Subject: Congratulations on getting selected at Infosys
To: <placementexecutive1_cr_task@telangana.gov.in>

Dear Candidate ,

We are pleased to inform that you have been selected by Infosys as Operations Executive subsequent to the Technical/HR round held at Mahatma Gandhi Institute of Technology (MGIT) on 18th January 2019.

You would receive communication from Infosys regarding certificate verification in 1-2 months from now. Joining will be anytime from May 2019 to Dec 2019. Offer letters will be released one month before joining.

Please keep checking your emails regularly.

TASK and Infosys congratulates you !

Regards,

TASK Placement Team

ACS GROUP

ACS Global Tech Solutions Pvt. Ltd.
Plot No-06, Sector-126
Noida-201303 U.P. India
(0120) 492-5212 | Info@acsicorp.com
www.acsicorp.com

April 12, 2019

LETTER FOR INTERNSHIP

Ankit Joshi

Dear Ankit,

We are pleased to extend this offer of Internship with ACS Global Tech Solutions Pvt. Ltd. You will start your internship with the company on April 24, 2019 and this will end on October 23, 2019 (Tentative end date). As an intern, you will receive the stipend amount of INR 20,000/- per month. You will not receive any other employee benefits that regular employees receive.

During your internship, you may have access to trade secrets and confidential business information belonging to the company or its affiliated business partner. By accepting this offer of internship, you acknowledge that you must keep all this information strictly confidential, and retain from using it for your own purposes or from disclosing it to anyone outside the company.

We hope that our association with the company will be successful and rewarding. If you have any questions, please contact your HR Business Partner.

Your Truly,

For ACS Global Tech Solutions Pvt. Ltd

Man Mohan Bhutani

Chief Operating Officer

COGNIER

STRICTLY PRIVATE & CONFIDENTIAL

Date: 30/04/2019.
H.no. 5-9-969,
Parda Gate, King Koti,
Hyderabad 500001.
CONTACT NO: 9966209250

RE: LETTER OF OFFER OF EMPLOYMENT – JUNIOR BLOCKCHAIN DEVELOPER

Dear Harry Richard,

Following our recent discussions, we are delighted to offer you the position of Junior Blockchain Developer with Cognier Insights Pvt Ltd. Our Organization is known for our creative thinking and dedication towards the work. If you join our Cognier family, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of Cognier, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of our Organization. In return, we are committed to providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding.
The following points outline the terms and conditions we are proposing.

Title : Junior Blockchain Developer

Salary: (1,20,000) per annum.

Date of Joining: 02 MAY, 2019.

Hours of work: Expected hours of work are 5 days a week i.e. Monday to Friday at 9:30 AM to 6.30 PM.

Reporting relationship: You will be reporting to our directors Mr.Rajat Kumar/ Ms.Suguna Darbe on your date of joining.

COGNIER

Following the initial probationary period, a progression and performance review will be conducted on a quarterly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise.

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Yours Sincerely,
Suguna Darbe,
Director.
Cognier Insights Pvt. Ltd.

With the signature below, I accept this offer for employment.

_____ _____

Name Date

Global Sena Consultancy Pvt. Ltd.
9-1-63, Flat No 307 & 308, Third Floor, Assumption House , Near Opposite
Oriental Bank Of Commerce, S D Road, Secunderabad- 500 003
Tel: +91 40 48[illegible] e-mail: info@globalsena.com URL: www.globalsena.com

EMPLOYEE AGREEMENT

This agreement is made on this 9th October , 2019 at Hyderabad

Between

Global Sena Consultancy Private Limited, of 9-1-63, Flat No 307 & 308 , Third Floor, Assumption House, S D Road , Secunderabad – 500 003 and **Mr.Abhinai Kasivajjala , Hyderabad.**

Position	**Content Data Analyst**
Employee's Name	**Mr. Abhinai Kasivajjala**
Expected Date of Joining	**14th October, 2019**
Employees Contact No	**+ 91 8686743964**
Period of Contract	**6 Months from the date of Joining**
Business / Work Hours per Day	As per Business requirement/ applicable law

*Remuneration / Allowances per month will be as given below.

Salaries and Benefits	Amount per Month	Amount per Annum
Basic Pay	10000	120000
House Rent Allowance	4000	48000
Conveyance Allowance	1600	19200
Medical	1250	15000
Exgratia	1600	19200
Special Allowance	2950	35400
Gross Salary (A)	**21400**	**256800**
Other Employee Costs	**Amount**	**Amount**
PF Employer Contribution	1200	14400
PF Admin Charges	100	1200
Cost to the Company (B)	**22700**	**272400**
Deductions		
PF Employee Contribution	1200	14400
Professional Tax	200	2400
Total Deductions(C)	**1400**	**16800**
Take Home (A)-(C)	**20000**	**240000**

Vendor will make a PF/ ESI and other contribution as per law applicable.
Individual Health Insurance coverage of 2 lakhs applicable within 30 days of the joining

Payment Date of Salary	**7th day of Next Calendar Month**
Notice Period	30 days or salary in lieu thereof.
Leave Entitlement	As per Company Rules/ Terms with the Client
Client Name/ Work Place	**Servicenow** / Hyderabad

Infosys
Navigate your next

HRD/2T/12995667/19-20

Mr. Kommareddy Srujith Reddy
Candidate ID: 12995667
H.No C19/2,Bhel Colony H.No C19/2,
Alwal
Hyderabad - 500010
Telangana
India
Ph: (91) 99082 69366

September 12, 2019

Dear Kommareddy,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

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

askus@infosys.com
www.infosys.com

Digitally signed by RICHARD LOBO
Date: 2019.09.12 15:53:19 +05:30
Reason: Offer Letter
Location: Bangalore

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

Infosys
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HRD/2T/12995667/19-20

Mr. Kommareddy Srujith Reddy
Candidate ID: 12995667
H.No C19/2,Bhel Colony H.No C19/2,
Alwal
Hyderabad - 500010

September 12, 2019

AIR

May 09, 2019

Mr. Sricharan Konduri,
4-2-278/279, Mahankali Street,
Near Mahankali Temple,
Secunderabad-500003.

Sub: Internship and Pre- Placement Offer –Verisk Analytics

Dear **Sricharan,**

Further to our interviews and subsequent discussions, we are pleased to extend the internship along with the pre-placement offer letter. You will be joining Verisk Analytics as an "**Intern**" effective **May 13, 2019** and unless extended by mutual consent, this agreement shall end in **July 2019.**

Upon successful evaluation of your performance, passion, and commitment during the internship period, you will be inducted as a full-time employee effective **July 2019.** As a full-time employee, you will be designated as '**Data Service Analyst I**' at mutually agreed terms and conditions.

Following shall be the terms of your Internship Agreement:

1. For the services you shall render to the company, you will be paid a stipend of **INR 20,000/- per month (Rupees Twenty Thousand only).**
2. Your working hours shall be from 9:30 AM to 6:30 PM, Monday to Friday in each week. There is no entitlement to overtime payment.
3. You will behave and conduct yourself in an orderly and dignified manner and shall not remain absent from the place of work without the prior permission of your supervisor.
4. Applicable tax deductions (if any) shall be as per the defined sections of Income Tax Act, 1961.
5. No other expenses apart from above shall be paid/reimbursed during your internship tenure. However, you will be entitled to medical benefits and claim through Verisk insurance provider.
6. You will be eligible for **one day (1 day)** paid leave every month. However, the approval of the same vests with your reporting manager during this tenure.
7. The duties and responsibilities entrusted to you have been fully set out by your Manager/Lead and this may be subjected to change from time to time according to the business exigencies.
8. It is understood and agreed by and between the parties hereto, that all market research data methodologies, materials and any information related thereto,

AIR

May 08, 2019

Mr. Sampath Kumar P,
F-12, B-21, Ramraj Nagar Colony,
Jeedimetla, Suraram, Quthubullapur,
Hyderabad-500055

Sub: Internship and Pre- Placement Offer –Verisk Analytics

Dear **Sampath**,

Further to our interviews and subsequent discussions, we are pleased to extend the internship along with the pre-placement offer letter. You will be joining Verisk Analytics as an **"Intern"** effective **May 13, 2019** and unless extended by mutual consent, this agreement shall end in **July 2019**.

Upon successful evaluation of your performance, passion, and commitment during the internship period, you will be inducted as a full-time employee effective **July 2019**. As a full-time employee, you will be designated as **'Data Service Analyst I'** at mutually agreed terms and conditions.

Following shall be the terms of your Internship Agreement:

1. For the services you shall render to the company, you will be paid a stipend of **INR 20,000/- per month (Rupees Twenty Thousand only).**

2. Your working hours shall be from 9:30 AM to 6:30 PM, Monday to Friday in each week. There is no entitlement to overtime payment.

3. You will behave and conduct yourself in an orderly and dignified manner and shall not remain absent from the place of work without the prior permission of your supervisor.

4. Applicable tax deductions (if any) shall be as per the defined sections of Income Tax Act, 1961.

5. No other expenses apart from above shall be paid/reimbursed during your internship tenure. However, you will be entitled to medical benefits and claim through Verisk insurance provider.

6. You will be eligible for **one day (1 day)** paid leave every month. However, the approval of the same vests with your reporting manager during this tenure.

7. The duties and responsibilities entrusted to you have been fully set out by your Manager/Lead and this may be subjected to change from time to time according to the business exigencies.

8. It is understood and agreed by and between the parties hereto, that all market research data methodologies, materials and any information related thereto,

AIR

any trade secret, any technical or other information concerning the business or affairs of the Company coming into your possession or control during the performance of Services hereunder ("Confidential Information") shall be the exclusive property of the Company and that you shall not during the continuance of this Agreement and thereafter use to the detriment or prejudice of the Company or disclose any Confidential Information to any person, firm or company.

9. Also agreed between you and the Company that this internship arrangement is not and can in no sense be deemed and/or construed to be an employment with the Company.

Subsequent to the completion of your internship, the following will be your covenants as a full-time employee;

10. The Company Rules and Regulations will form part of your Employment, and your employment will be conditional upon and subject to your acceptance of these rules as currently in force and as may be amended from time to time. Your joining date, as confirmed by you, is on or before July 2019.

11. This Full Time Employment shall be under Service Agreement for Two (2) Years from the date of joining. The agreement also states that if an employee decides to leave the organization before the service agreement period he/she needs to compensate the organization with One (1) Lakh Rupees.

At the commencement of your full-time employment, the breakup of your CTC per annum will be as below:

Name : Sampath Kumar P
Designation : Data Service Analyst I

Annual Fixed Compensation	**Monthly (INR)**	**Annual (INR)**
Basic	10,000	120,000
HRA, Conveyance & Other Allowances	15,000	180,000
Employee Gross Salary	**25,000**	**300,000**
Employer PF Contribution	1,800	21,600
Sodexo Food Coupons	1,100	13,200
Total	**27,900**	**334,800**
Annual Variable Compensation		**Target**
Target Performance Bonus %	-	10.0%
Performance Bonus Amount^	-	30,000
Potential Annual Compensation (INR)	-	**364,800**
^ Performance Bonus can vary between 0 and the Target Bonus or higher based on the Employee's performance as well as the Company's performance.		
Annual Estimated Cost of other Benefits		**Annual (INR)**
Health, Accident, Life Insurance, Gratuity, Employee Teambuilding & Wellness etc.	-	40,000

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Benefits

- Mediclaim: INR 3,00,000 for Employee and dependents, INR 1,00,000 for each parent.
- Personal Accident covers INR 5,00,000 for employee only.
- Life Insurance covers 3 times your Gross Salary.
- Gratuity as per Gratuity Act.
- Review period is from January 1st to December 31st.

Gross Annual package and benefits can be higher or lower depending on the employee performance and contributions.

This offer is subject to you providing to us the following documentation and originals that would be required for verification at the time of joining.

- Educational and professional certificates
- Experience certificates for all previous jobs
- Relieving letters of previous employments
- Your latest salary certificate from your employer
- Copy of your passport and PAN

You may please be informed that this offer is valid only upon the successful completion of your academics (without any backlogs). You are required to submit the proof of documents confirming your graduation after joining us on July 2019. This offer stands void otherwise.

As per Company's policy, background verification including education and employment check including financials would be done through a third-party agency. The Management's decision will be final while considering the reports of such verification. Your appointment will be subject to the confirmation of such verification results

For Verisk Analytics India Pvt. Ltd. (d.b.a AIR Worldwide),

Verisk Analytics India Pvt. Ltd. Hyderabad

Ganesh Somisetti
Senior Manager, Human Resources

Acceptance:		
I understood and accept the terms and conditions as mentioned therein.	Signature:	P. Sampath Kumar
	Name:	P. Sampath Kumar
	Date:	08-05-2019

Gmail nithin palusa <nithinpalusa.100@gmail.com>

Infosys Limited

2 messages

offer_update <offer_update@infosys.com> Tue, Mar 5, 2019 at 5:21 PM
To: "nithinpalusa.100@gmail.com" <nithinpalusa.100@gmail.com>

Dear Nithin,

Greetings from Infosys Ltd !

We request you to send us scanned copies of below your mark sheets to offer_update@infosys.com on or before **March 14, 2019.**

1. X mark sheet.
2. XII mark sheet
3. Diploma mark sheet
4. Under graduate semester wise mark sheet.

We wouldn't be able to take your candidature forward and extend an offer, if we don't receive these documents before the above mentioned date.

Please note **12995618** is your candidate ID and quote this in all your future correspondence.

Note:

- All these scanned copies to be in pdf / gif / Tiff formats only.
- Should mention your Infosys provided candidate ID in the subject line, for all your correspondence.
- Ensure that the total size does not exceed 8 MB including attachments, else send rest of docs in another email.

Regards,

Team Recruitment

Infosys Limited

---

nithin palusa <nithinpalusa.100@gmail.com> Sat, Jun 15, 2019 at 2:46 PM
To: loyolaplacements@gmail.com

[Quoted text hidden]

(9)

AIR

July 10,2019

Mr. Pavan Kalyan Reddy Sallaram,
H.No-2-4,Cheryl Mandal ,Dannampalli,
Warangal-506355.

Dear **Pavan,**

With reference to our discussions regarding the employment opportunity with Verisk Analytics, we are pleased to offer you the position of **"Data Service Analyst I"** at mutually agreed terms and conditions.

The offer is valid for **Three days** from the date of issue. A firm letter of appointment shall be issued to you on compliance of the terms and conditions as per the company policy. The Company Rules and Regulations will form part of your Contract of Employment, and your employment will be conditional upon and subject to your acceptance of these rules as currently in force and as may be amended from time to time. Your joining date, as confirmed by you, is on or before **July 15,2019.**

This Employment is under Service Agreement for Two (2) Years from the date of joining. The agreement also states that if an employee decides to leave the organization before the service agreement period he/she needs to compensate the organization with One (1) Lakh Rupees.

Please refer to the Annexure below for your Compensation and Benefits details.

We welcome you to Verisk Analytics and trust that your association with us will be a professionally rewarding one.

With best regards,

For Verisk Analytics India Private Limited

Praveen Sundri
Managing Director & Executive Vice President

Acceptance:

I agree and accept the above terms and conditions and the company's rules and regulations.

Signature: _____

Name: _____

Date: _____

UID:- 117160140002

DocuSign Envelope ID: A7075376-1FA6-4A2C-9FEB-7EAD01A1288A

Deloitte.

B.COM HONS

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

Ms. Apurva Chandrakant Kharokar
402,Durga Vihar,A/B Blocks,Near Konark Hospital
Jeedimetla Village,
Hyderabad - 500055

Subject: Offer of Employment

Dear Apurva Chandrakant Kharokar:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

DocuSign Envelope ID: A7075376-1FA6-4A2C-9FEB-7EAD01A1288A

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Apurva Chandrakant Kharokar, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Anuradha Panday
F6236C05C1A44C5...

Authorized Signatory

Off : (040) 2786 2363, 2786 0077,
Fax : (040) 2786 7939
Web Site : www.loyolaacademy.ac.in
E-mail : office@loyolaacademy.ac.in

Aspire. Inspire. Achieve.

LOYOLA ACADEMY DEGREE & P.G. COLLEGE

(Accredited with 'A' Grade by NAAC)

A College with "Potential for Excellence" by UGC

Affiliated to Osmania University

ALWAL, SECUNDERABAD - 500 010.

Name : Apurva Kharkar

Email id : Kharokar.apurva@gmail.com

Address : 402, Durga Vihar, A/B Blocks, Jeedemetla village, Sec. 500055.

Phone no: 6304508404, 7032884567

Department : B com Honours

CGPA : 8.36

Presently studying : Got placed in Deloitte.

ate: 7/Mar/19

B com HONS

genpact
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ear: D. S. Angel Sharan VID:-1117160144003

ub: Letter of Intent (hereinafter referred to as 'LOI')

ubsequent to our meeting and interview we are pleased to offer you appointment in Genpact as PA subject to following terms and conditions;

1. Your annual fixed Cost to Company (CTC) will be 1.8.

Applicability of Location specific allowances may vary according to location and/or company policy.

Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

(i) Date of Joining : To be updated Post Pre-Hire Orientation session

(ii) Reporting Time : To be updated as per process requirements

(iii) Location :

- If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
- You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
- Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor incompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs).You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
- As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
- This LOI shall be subject to;

(i) You're clearing the final year graduation exams without any papers pending at the time of joining.

(ii) Producing the original final year mark sheet.

(iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

(iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

9. The appointment letter issued to you, will, inter alia, contain the following terms

   i. A six month probation period during which either party may terminate the Agreement by giving30 day notice or salary in lieu thereof. Your services at the end of probation period shall be treated as confirmed unless specifically extended by the company in writing.

   ii. Recovery of training cost up to Rupees Seventy Five Thousand only (Rs. 75,000/-) in the event you leave the services of the Company without serving notice as envisaged in the letter of appointment.

10. This Letter of intent will be valid for specified period and will come to an end automatically at the end of 30 days from the declaration of the final year result by the Institute/University. The Company reserves the right to modify this LoI any time at its sole discretion.

11. The Company shall, at its discretion, conduct background, reference and medical checks including screens for substance use as per company policy and this offer is conditional upon the result of such checks. In the event the results of such background / reference checks or screens for substance use are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time.

12. You agree and understand that this LOI is provisional and conditional subject to

   (i) Your fulfilling the above conditions and any other condition which Genpact may impose under its policies, and

   (ii) Genpact issues you a formal letter of appointment.

13. Genpact reserves the right to withdraw this LOI at any time before issuing the formal appointment letter.

Kindly sign & Initial each page of this letter and return a copy in acceptance

Additional terms to Appointment Letter

You have assured the Company that you have given your final year graduation examinations in Apr 9, 2019 (Month and Year) from OSMANIA (University) and the results of the same are pending as on date. This offer is conditional upon your clearing the final year graduation examination without any papers pending and upon your producing the original final year mark sheet within _____ (please mentions the months) from the date of this appointment letter. This LOI is subject to honor post clearance of any pending / additional interview/test at the time of PHO/joining. In the event of your failure to comply the same, the Company may, in its sole discretion, revoke this offer at any time without prior notice.

With Warm Regards
For Genpact India
Human Resources

Accepted & Agreed
Candidate

In case of any questions / clarifications regarding your appointment letter/joining/other queries,

Please contact us on _____/,_____

Genpact India Private Limited
(Formerly known as Empower Research Knowledge Services Pvt. Ltd.)

DLF City, Phase V, Sector 53,
Gurgaon - 122002, Haryana, India.
T +91 124 283 2000
F +91 124 402 2674

CIN: U73100DL2005PTC307363
Regd. Off.: Delhi Information Technology Park, Shastri Park, GT Road, Delhi, India 110 053

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Letter of Authorization

To whom it may concern

I understand that GENPACT may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications.

I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references.

I authorize, without reservation, any individual, corporation or other private or public entity to furnish GENPACT and the outside background agency all information about me.

I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to GENPACT and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested.

Signed: Angel Sharon

Name in Block Capitals: A.S. ANGEL SHARON

Date of Birth: 18/08/1998

Date: 07/03/2019

Commitment Sheet - Instructions

Dear Candidate,

Thank you for your interest in Genpact. As part of our assessment process, it is mandatory that you sign a "Commitment sheet".

This Commitment sheet captures the various aspects of a role and the related challenges/situations you may face with respect to doing the job if selected.

To ensure you have read the complete document, please ensure you:

1. Read the document carefully and respond to each statement
2. For each statement there are certain words that have been printed in **bold** and **underlined**. At the end of each statement, you need to write down the word/words on the side of the sheet.
   Example:

   Do I have any **concern** in travelling in non AC cabs or buses - the word **concern** needs to be written in the column with the heading **"Write the word that is in bold & underlined**.
3. If you have any additional information that you want to provide related to each statement, please add it in the Comments column

You will need to take a copy of the completed Commitment sheet with you when you attend the "Pre Hire Orientation" (PHO) with the business.

Post your Pre Hire Orientation session, please confirm if you want to join Genpact or not. It is in the interest of the company and you to be completely honest and realistic in your decision to accept the offer.

If you have any questions related to any of the statements and what they mean, please do ensure you get your doubts cleared.

Thank you,
Genpact Recruitment Team

Gmail

Loyola Academy <loyolaplacements@gmail.com>

B.COM HONS

Fwd: State Street-Required Documents

1 message

Aurelius Matthew <mattaure21@gmail.com> Sat, Jun 29, 2019 at 12:10 PM
To: loyolaplacements@gmail.com

---------- Forwarded message ---------
From: **Aurelius Matthew** <mattaure21@gmail.com>
Date: Thu, Jun 27, 2019, 8:46 PM
Subject: Re: State Street-Required Documents
To: Modak, Shrijeeta <SModak@statestreet.com>

Respected Ma'am,
I have attached the filled candidate details form, a PDF copy of Aadhar and PAN Card, with this email.

On Thu, Jun 27, 2019 at 1:24 PM Modak, Shrijeeta <SModak@statestreet.com> wrote:

> **Information Classification: ●● Personal Sensitive Data**
>
> Dear Candidate,
>
> Thank you for your interest with State Street.
>
> As discussed, we would like to proceed further with your candidature and hence would need the following documents to work on the proposed offer –
>
> - Filled up candidate details template (attached)
> - Work authorization document - a clear passport or aadhar copy and pan card(the name on this document will be used for all official purpose within State Street)
>
> In case of any clarifications please feel free to reach out to me.
>
> Regards,
>
> Shrijeeta Modak
>
> Talent Acquisition Team
>
> State Street Corporate Services (Mumbai) Pvt. Ltd.
>
> Salarpuria Sattva Knowledge City, Survey No. 81/3, Unit-1, 2nd Floor,
>
> Raidurg Panmaktha Village, Ranga Reddy District, Hyderabad - 81
>
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3 attachments

Candidate Details Template (filled) - V3.xlsx
24K

Aadhar Card 1.pdf
356K

PAN Card 1.pdf
255K

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VID: 111716014004

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

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Ms. Bala Sushma Yeruva,
#6-77/2,
Basuregadi, Medchal,
Hyderabad 501401.

Dear Bala Sushma,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh,
(Vice President & Head HR)

Accepted

Bala Sushma Yeruva

Bala Sushma Yeruva

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-COPY-

Details of Compensation

Name: Bala Sushma Yeruva
Position: Process Associate
Grade: G1 L1

	Monthly (INR)*	Annual (INR)*
A. Base Salary		
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Bala Sushma Yeruva
Bala Sushma Yeruva

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Bala Sushma Yeruva

Bala Sushma Yeruva

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Bala Sushma Yeruva

Bala Sushma Yeruva

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Bala Sushma Yeruva

Bala Sushma Yeruva

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CIN: U72200TG2015PTC101168

UD:- 111716014005
2018-2019
B.com honours

Feb 12, 2019

HR/S/0219/416698

Sharoon bellamkonda

Letter of Appointment

Dear Sharoon bellamkonda,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: Sharon
Name: Sharon
Date: 14-feb-2019

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

111716014006

UID :- 111716029023 2018-2019

Feb 12, 2019

HR/S/0219/416851

Ch pranitha

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Dear Ch pranitha,

Letter of Appointment

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: Annexure – I & II

Ch. Pranitha

Annexure- I Terms and Conditions of your appointment:

1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.

1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.

1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc. shall be made on the salary month on month.

1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.

1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.

1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.

2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory

2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.

2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked

2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.

2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.

2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.

2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc

2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.

2.10 **Transfer:**

2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.

2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.

2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -

2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.

2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.

2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 **Double Employment Prohibited:**

3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.

3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.

3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves it's right to make the deductions in the available time frame in the on-going year.

3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.

3.6 **Verification**:

3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.

3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.

3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:

3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or

3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;

3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;

3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.

4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -

4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.

4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.

5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.

6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.

7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and

8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;

8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.

8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company

8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.

8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.

9.0 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.

10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.

11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.

12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.

13.0 **Relocation**: expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining, You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.

14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act

15.0 **Acceptance**: If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES

Candidate Name	Ch pranitha		
Designation	Trainee Process Consultant		
Grade	PC2	Location	Hyderabad
Components	w.e.f - DOJ	Monthly	Annual
"A" FIXED			
Basic		6190	74280
House Rent Allowance		2476	29712
Shift Allowance		5000	60000
Skill Allowance		1810	21720
"A" Sub-total – Gross Pay		**15476**	**185712**
"B" RETIRAL BENEFITS			
Advance against Statutory Bonus		516	6190
Provident Fund *(@ 12% of Basic Pay) – Employer's Contribution*		743	8916
Gratuity *(@ 4.81% of Basic Pay)*		298	3576
ESIC Contribution *(@ 4.75% on earned Gross pay) – Employer's Contribution*		760	9120
"B" Sub-total- Retiral benefits		**2317**	**27804**
Total Salary Cost (A + B)		**17793**	**213516**
"C" VARIABLE PAY			
Performance Incentives *(@ 100% of given achievement targets)*		2000	24000
"C" Sub-total - Variable		**2000**	**24000**
Total Cost to Company (A + B + C)		**19793**	**237520**
"D" INSURANCE / OTHER BENEFITS			
Total Cost to Company : (A + B + C + D)		**19793**	**237520**

Benefit / Scheme	Description	Value / PA
Performance incentives	Will be paid upon completion of anniversary / annual appraisal (@100%).	**Rs. 24,000 p.a****
Subsidized Transport Service	An indicative cost of Rs.16,200/-Per annum towards transport subsidy is incurred by the employer for commuting between home to office and back. Facility to avail but no encashment is given if not availed.	**Rs. 24,000 p.a****
Group Insurance in Lieu of EDLI (Under PF Act)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:	**Rs. 6,02,000.00***
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	**Rs. 6,00,000.00****
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	**Rs. 1,00,000.00****
ESI Scheme	Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act.	**As applicable*p.m**
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	**As applicable***
Advance against provisional minimum statutory bonus	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land	**As applicable***
Provident Fund	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	**12% of Basic Pay* p.m**
Income Tax	Appropriate Income tax would be deducted in the payroll every month.	**As applicable*p.m**
Professional Tax	If any as per the applicable rules in your state.	**As applicable*p.m**

Performance Incentive Ratings and Earnings Table:

Process Target achievement	Below Expectations	100%	115%	125%
PI Eligible amount (Rs. p.a.)	0	18,,000	20,700	22,500

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

Ch pranitha
Date:

i As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and department parents

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1ON

Feb 12, 2019

Timothy raj a r

Letter of Appointment

Gmail - State Street Welcomes you! Bcom Hons

D 7/7/2019

1.

Gmail UID 111716014008 sree deepika <g.s.sreedeepika16@gmail.com>

2

State Street Welcomes you!

3 1 message

Onboarding_India <Onboarding_India@statestreet.com> Mon, May 20, 2019 at 11:33 AM
Cc: "Garikapati, Sushmitha" <SGarikapati@statestreet.com>, "Dasari, Anila" <ADasari@statestreet.com>

Information Classification: ●● **Limited Access**

3,00 LPA

Te



Hi,

We are excited and look forward for your onboarding on **27 May, 2019**. To make your first day @ State Street more memorable, please find below the details for your orientation.

You will be reporting to the below office location

StateStreet Corporate Services Mumbai Pvt Ltd.

Salarpuria Sattva Knowledge City,

Unit 1, Plot No. 2, Survey No. 81/3,

2nd Floor, Cyberabad Knowledge City,

Raidurg Panmaktha Village,

Hyderabad – 500081

(Landmark – Behind Novartis Office/My Homes Abhra Lane)

Time: 08:30 AM

Contact person – Sushmitha Garikapati / Anila Dasari

UID:- 111716014035

enda for day 1

Reporting time (as mentioned above) - Documentation (**Please refer to the attached file to understand the mandatory documents or information to be carried along with you to complete your documentation)**

9:00 AM – Induction & Welcome to StateStreet

10:30 AM- Meet & Greet the Recruitment team

1:00 PM – Networking Lunch along with completion of Bank formalities, Badging, Documentation and Transportation (Carry an ID proof and address proof copy - **mandatory**)

4:50 PM - Meet your manager & Buddies

5:40 PM – Onboarding activities

Note:

***Carry a Hard Copy of your Aadhaar card – For PF nomination submission**

***Please go through the New Hire Checklist attached along with this email and make sure you carry the entire set of mentioned mandatory document**

***Parking is chargeable in the office premises for the first 2 days. Request all of you to plan your travel accordingly.**

Your second day's agenda will be shared to you on the day of your joining

We wish you a successful and a fulfilling career with State Street.

Regards,
Global Employee Onboarding
State Street Global Human Resources
For all queries please contact us at Onboarding_India@StateStreet.com
For all GHR Inquiries, please contact the GHR Service Center at GHRServiceCtr@statestreet.com
Limited Access

Explore opportunities at statestreet.com/careers

STATE STREET.

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UID:- 111716014009

Feb 12

HR/S/0219/416688

B.COM HONS

G serah jones

Dear G serah jones,

Letter of Appointment

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: Jones
Name: G. SERAH JONES
Date: 21/02/19

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

Always Designing for People™

VID:- 117601401D.
2018-2019.

ADP Private Limited -COPY-
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

Ms. Jagadala Sree,
#1-7-74/79,
Devki Chambers, SD Road
Hyderabad 500016.

B- Com. Hons

Dear Jagadala,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Jagadala Sree

Details of Compensation

Name: Jagadala Sree
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*

*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*

**** PF will be deducted as per the statutory norms*

 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Tax Slab & Tax Regulations

Jagadala Sree

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Jagadala Sree

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Jagadala Sree

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Jagadala Sree

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

UID:-111716014011

genpact
Transformation Happens Here

Date: 7th March '19

Dear: Maria Theresa Steffi

B.COM. HONS

Sub: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A
Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 1.8 LPA.
2. Applicability of Location specific allowances may vary according to location and/or company policy.
3. Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

   (i) Date of Joining : To be updated Post Pre-Hire Orientation session

   (ii) Reporting Time : To be updated as per process requirements

   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
6. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor incompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs).You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
7. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
8. This LOI shall be subject to;

   (i) You're clearing the final year graduation exams without any papers pending at the time of joining.

   (ii) Producing the original final year mark sheet.

   (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

9. The appointment letter issued to you, will, inter alia, contain the following terms

   i. A six month probation period during which either party may terminate the Agreement by giving30 day notice or sala lieu thereof. Your services at the end of probation period shall be treated as confirmed unless specifically extended by company in writing

   ii. Recovery of training cost up to Rupees Seventy Five Thousand only (Rs. 75,000/-) in the event you leave the services the Company without serving notice as envisaged in the letter of appointment.

10. This Letter of intent will be valid for specified period and will come to an end automatically at the end of 30 days from the declaration of the final year result by the Institute/University. The Company reserves the right to modify this LoI any time at its sole discretion.

11. The Company shall, at its discretion, conduct background, reference and medical checks including screens for substance use as per company policy and this offer is conditional upon the result of such checks. In the event the results of such background / reference checks or screens for substance use are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time.

12. You agree and understand that this LOI is provisional and conditional subject to

   (i) Your fulfilling the above conditions and any other condition which Genpact may impose under its policies, and

   (ii) Genpact issues you a formal letter of appointment.

13. Genpact reserves the right to withdraw this LOI at any time before issuing the formal appointment letter.

Kindly sign & Initial each page of this letter and return a copy in acceptance

Additional terms to Appointment Letter

You have assured the Company that you have given your final year graduation examinations in APRIL, 2019 (Month and Year) from OSMANIA. (University) and the results of the same are pending as on date. This offer is conditional upon your clearing the final year graduation examination without any papers pending and upon your producing the original final year mark sheet within _____ (please mentions the months) from the date of this appointment letter. This LOI is subject to honor post clearance of any pending / additional interview/test at the time of PHO/joining. In the event of your failure to comply the same, the Company may, in its sole discretion, revoke this offer at any time without prior notice.

With Warm Regards,
For Genpact India
Human Resources

Accepted & Agreed
Candidate

In case of any questions / clarifications regarding your appointment letter/joining/other queries,

Please contact us on _____/, _____

Genpact India Private Limited
(Formerly known as Empower Research Knowledge Services Pvt. Ltd.)

DLF City, Phase V, Sector 53,
Gurgaon - 122002, Haryana, India.
T +91 124 283 2000
F +91 124 402 2674

CIN: U73100DL2005PTC307363
Regd. Off.: Delhi Information Technology Park, Shastri Park, GT Road, Delhi, India 110 053

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Letter of Authorization

To whom it may concern

I understand that GENPACT may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications.

I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references.

I authorize, without reservation, any individual, corporation or other private or public entity to furnish GENPACT and the outside background agency all information about me.

I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to GENPACT and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested.

Signed: Anuld

Name in Block Capitals: J MARIA THERESA STEFFI

Date of Birth: 24 October 1998

Date: 7 March 2019

Commitment Sheet - Instructions

Dear Candidate,

Thank you for your interest in Genpact. As part of our assessment process, it is mandatory that you sign a "Commitment sheet".

This Commitment sheet captures the various aspects of a role and the related challenges/situations you may face with respect to doing the job if selected.

To ensure you have read the complete document, please ensure you:

1. Read the document carefully and respond to each statement
2. For each statement there are certain words that have been printed in **bold** and **underlined**. At the end of each statement, you need to write down the word/words on the side of the sheet.
   Example:

   Do I have any **concern** in travelling in non AC cabs or buses - the word **concern** needs to be written in the column with the heading "**Write the word that is in bold & underlined**.
3. If you have any additional information that you want to provide related to each statement, please add it in the Comments column

You will need to take a copy of the completed Commitment sheet with you when you attend the "Pre Hire Orientation" (PHO) with the business.

Post your Pre Hire Orientation session, please confirm if you want to join Genpact or not. It is in the interest of the company and you to be completely honest and realistic in your decision to accept the offer.

If you have any questions related to any of the statements and what they mean, please do ensure you get your doubts cleared.

Anuld

Thank you,
Genpact Recruitment Team

STATE STREET.

StateStreet Corporate Services Mumbai Pvt Ltd.

Salarpuria Sattva Knowledge City, Unit 1
Plot No. 2, Survey No. 51/3
2nd Floor, Cyberabad Knowledge City
Raidurg Panmaktha Village
Ranga Reddy District, Hyderabad - 500081

www.statestreet.com

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UID:-1117160140 17
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2018-2019.

12 **Non Competition and Non-Solicitation**

a) Expressly in consideration for the Company's agreement to employ the Employee under the terms and conditions of this Agreement and the promises made by the Company in this Employment Agreement, the Employee agrees that:

During the Employment Term, the Employee shall not (without the express written approval of the Company's Board of Directors) directly or indirectly own (partially or completely) or control, whether through ownership of shares, contract or otherwise, or work or render services for, be employed or engaged by, represent in any capacity, or advise or consult (whether or not for compensation), any person, sole proprietorship, partnership, body corporate or other entity (governmental or otherwise) who or which conducts or is involved with any business activity that competes with any service provided by the Company (the services provided by the Company, the "Services"); and

b) For a period of one (1) year following the Employment Term, the Employee shall not directly or indirectly solicit or accept from any person, sole proprietorship, partnership, body corporate or other entity (governmental or otherwise) who or which, during said one (1) year period is a Services customer of the Company, any of such customer's business which involves any services that directly or indirectly competes with any Services; and

c) For a period of one (1) year following the Employment Term, the Employee shall not directly or indirectly employ, engage, contract in any manner for the services of, or solicit the services of any person who is or, at any time during the Employment Term, was an employee of the Company; and

d) Each time period specified in paragraphs (ii) and (iii) above in this Section 12(a), shall be extended to include: (A) any period of time during which the Employee was engaged in activities constituting a breach of this Employment Agreement; (B) any period of time during which litigation or arbitration transpires regarding any Employee's activities constituting a breach or alleged breach of the Employment Agreement; and (C) any period of time during which Employee provides services to or through the Company as a consultant or other independent contractor after termination of this Agreement.

The Employee's promise, duties and obligations made in this Section 12 shall survive the termination of this Employment Agreement, for any reason whatsoever, by either party to the Employment Agreement (for any reason whatsoever). If any of the restrictions contained in this Section 12 are ever judicially held to exceed the time limitations permitted by applicable law, then such restrictions shall be deemed to be automatically amended and revised to comply with the maximum time limitations permitted by applicable law. If the Employee breaches any or all of the promises in this Section 12, the parties to this Employment Agreement acknowledge and agree that the Company will suffer immediate, material, immeasurable, continuing and irreparable damage and harm and the remedies at law for the Employee's breach will be inadequate (and the Employee hereby waives the claim or defense that an adequate remedy at law is available). The Company therefore shall be entitled to injunctive relief against the Employee in addition to any and all other legal or equitable remedies (including, but not limited to, an action and judgment for damages), and the Employee hereby waives and relinquishes any requirement that the Company post a bond or other security for such injunctive relief.

StateStreet Corporate Services Mumbai Pvt Ltd.

Salarpuria Sattva Knowledge City, Unit 1,
Plot No. 2, Survey No. 51/3
2nd Floor, Cyberabad Knowledge City
Raidurg Panmaktha Village
Ranga Reddy District, Hyderabad - 500081

www.statestreet.com

13 Conditions of Employment.

Notwithstanding anything to the contrary, the Employee's employment with the Company pursuant to this Employment Agreement is subject to the Employee's (1) completing, to the Company's satisfaction, background screening procedures, including without limitation fingerprinting and credit check, (2) execution of the State Street Corporation Confidentiality Agreement, (3) verification of the Employee's right to work, and (4) certification of the Employee's compliance with the State Street Corporation Standard of Conduct.

14 Dispute Resolution

Any dispute or controversy arising out of or relating to this Employment Agreement shall be settled by arbitration to be held in Mumbai, Maharashtra, India in accordance with the Arbitration and Conciliation Act, 1996 (the 'Arbitration Act'), as then existing, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by agreement between the parties hereto. If the Parties fail to reach an agreement with respect to the appointment of an arbitrator within 30 (thirty) calendar days of any Party's notice to the other Party of the existence of a dispute, the arbitrator shall be selected according to the Arbitration Act. The decision of the arbitrator shall be final, conclusive and binding on the Parties. Notwithstanding the foregoing, nothing contained herein shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

15 Specific Performance

The Employee acknowledges and confirms that this Employment Agreement, and specifically restraints imposed upon him/her pursuant to Sections 11 and 12, do not constitute an agreement by which the Employee is restrained from exercising a lawful profession, trade or business of any kind. The Employee also acknowledges and confirms that the requirements and restraints imposed upon him/her pursuant to Sections 11 and 12 hereof are no greater than are reasonably necessary to preserve and protect the assets and legitimate business interests of the Company and to provide the benefits to which the Company is entitled hereunder, and that said restraints will not impose undue hardship upon the Employee and that any violation of any of the provisions of such Sections would irreparably injure the Company. Accordingly, the Company may, in addition to pursuing its other remedies, obtain an injunction from any court having jurisdiction over the matter against the Employee for any such violation. No bond or other security shall be required from the Company in connection with such injunction and the Employee hereby waives and agrees not to assert before any such court any claim or defense as to the availability to the Company of other remedies at law or in equity. The Employee understands that nothing in this Agreement restrains the Employee from engaging, after his/her employment by the Company ceases, in any lawful profession, trade or business or employment with any other firm or body corporate which does not involve activities in violation of any of the terms of Section 12.

16 Representations.

The Employee hereby represents, acknowledges and confirms that:

a) the Employee has executed and delivered this Employment Agreement as his/her free and voluntary act, after having determined that the provisions contained herein are of a material benefit to him/her, and that the duties and obligations imposed on him hereunder are fair and reasonable and will not prevent him/her from earning a comparable livelihood following the termination of his/her employment with the Company;

StateStreet Corporate Services Mumbai Pvt Ltd.

Salarpuria Sattva Knowledge City, Unit 1,
Plot No. 2, Survey No. 81/3,
2nd Floor, Cyberabad Knowledge City,
Raidurg Panmaktha Village,
Ranga Reddy District, Hyderabad - 500081

www.statestreet.com

b) the Employee has read and fully understands the terms and conditions set forth herein, has had time to reflect on and consider the benefits and consequences of entering into this Employment Agreement, and has had the opportunity to review the terms hereof with an attorney or other representative if he so chooses; and

c) the execution and delivery of this Employment Agreement by the Employee does not conflict with, or result in a breach of or constitute a default under, any agreement or contract, whether oral or written, to which the Employee is a party or by which the Employee may be bound.

17 Waiver of Breach

A waiver by the Company of a breach of any provision of this Employment Agreement by the Employee shall not operate or be construed as a waiver or estoppels of any subsequent breach by the Employee. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

18 Assignment

This Employment Agreement is personal in nature and may not be assigned or transferred by the Employee without the prior written consent of the Company.

19 Miscellaneous

a) Notices. All notices required or permitted to be given under the provisions of this Employment Agreement shall be in writing and delivered personally or by certified or registered mail, return receipt requested, postage prepaid, or given by a nationally recognized courier service providing for proof of delivery to the following persons at the following addresses, or to such other persons at such other addresses as any party may request by notice in writing to the other party to this Agreement:

If to the Employee:

H.no-799 Old Mig colony BHEL Township,
H.no-799 Old Mig colony BHEL Township,
H.no-799 Old Mig colony BHEL Township,
PIN : 500019

If to the Company:

12th Floor, One BKC Building
Bandra Kurla Complex, Bandra (East)
Bandra (East)
Mumbai, Maharashtra

StateStreet Corporate Services Mumbai Pvt Ltd.

Salarpuria Sattva Knowledge City, Unit 1
Plot No. 2, Survey No. 51/3,
2nd Floor, Cyberabad Knowledge City,
Raidurg Panmaktha Village,
Ranga Reddy District, Hyderabad - 500081

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b) Construction. This Employment Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws thereof.

c) Entire Agreement. This instrument contains the entire understanding and agreement between the parties relating to the subject matter hereof and all prior oral and written agreements are extinguished, and neither this Employment Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought.

d) Binding Effect. This Employment Agreement shall inure to the benefit of, and may be enforced by, the Company, its successors and assigns and shall be binding upon the Employee.

e) Illegality. If any one or more of the provisions of this Employment Agreement shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

f) Captions. The captions of the sections hereof are for convenience only and shall not control or affect the meaning or construction of any of the terms or provisions of this Employment Agreement.

g) Collective Bargaining Agreement. This Employment Agreement and the terms and conditions of employment of the Employee shall not be governed by or subject to any existing or hereafter executed collective bargaining agreement including any applicable collective bargaining laws.

h) Counterparts. This Employment Agreement may be executed in several counterparts, each of which shall be considered on original, but which when taken together, shall constitute one agreement.

You are required to sign and return this contract to indicate that you have read and understood the above terms and conditions.

I shall look forward to receiving from you the signed duplicate of this letter as soon as possible

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

This is an electronically signed letter and hence does not require a wet ink signature

---

I hereby confirm my agreement with the terms and conditions of employment set out in this letter.

Sign : Manaswini
Name : Mallampeta Manaswimi
Date : 07-05-2019

CIN:U74130KA2007PTC043738

STATE STREET

StateStreet Corporate Services Mumbai Pvt Ltd

Salarpuria Sattva Knowledge City, Unit 1
Plot No. 2, Survey No. 83/1,
2nd Floor, Cyberabad Knowledge City
Raidurg Panmaktha Village
Ranga Reddy District, Hyderabad - 500081

www.statestreet.com

Highly Confidential

Exhibit "A"

Name	**Mallampeta Manaswimi**
Designation	**Associate 1**

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	105,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**300,000**

* Allowances are subject to all applicable taxes. LTA is non-taxable only if proof of actual expenditure is provided.

Variable Bonus:

* Incentive Compensation (IC): Based on your performance and other business metrics, you may be entitled to an IC. IC is payable only upon achievement of certain objectives and goals and therefore the management enjoys an absolute right in the matters of awarding the IC. This IC is subject to taxation.

Benefits:

* As a part of the benefits scheme, you will be eligible for Sodexo card with a Monthly credit of Rs. 1,500
* Coverage under Group Personal Accident policy of upto 3 times of annual Gross salary
* Coverage under Group Term Life Policy of upto 5 times of annual Gross salary
* Hospital Insurance coverage of INR 500,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

CIN:U74130KA2007PTC043738

I hereby confirm my agreement with the terms and conditions of employment set out in this letter.

Sign : Manaswini
Name : Mallampeta Manaswimi
Date : 07-05-2019

Wells Fargo EGS (India) Private Limited (formerly known as Wells Fargo India Solutions Private Limited)
Wells Fargo Centre
Orion IT/ITES SEZ
Divyasree NSL Infrastructure Private Limited SEZ
Survey. No. 66/1,Raidurga Village
Serilingampalli Mandal, RR District
Hyderabad, India 500032
Tel: 91 40 4032 1000
Fax: 91 40 4023 1100
wellsfargo.com

111716014018
2018-2019
B.Com Honours

July 1, 2019

DIVYA MANDA
Hyderabad

OFFER OF EMPLOYMENT

Dear DIVYA,

We are pleased to offer you a position at **Wells Fargo EGS (India) Private Limited ("Wells Fargo"),** and your appointment shall be effective from the Date of Joining as mentioned below, on the following terms and conditions:

- **Designation:** You will be designated as **Loan Doc Specialist 1. Notwithstanding anything herein,** this offer is conditional on Wells Fargo receiving a satisfactory reference and background check on you. On your first day of employment **July 15, 2019 (DOJ)** you will need to report before 8:30 a.m. at Wells Fargo EGS (India) Private Limited,Wells Fargo Centre, Building 1A, Orion IT/ITES SEZ, Divyasree NSL Infrastructure Private Limited SEZ, Survey.No.66/1, Raidurga Village, Serlingampalli Mandal, RR District, Hyderabad 500032.

- **Compensation:** Your total annual fixed compensation (inclusive of contributions to be made towards various social security schemes such as Wells Fargo's contribution to Provident Fund), would be **INR 241711/-(Rupees Two Lakh Forty One Thousand Seven Hundred Eleven Only).** Please note that tax will be deducted at source from your gross compensation above in compliance with prevailing tax regulations. In addition, you will be covered by Wells Fargo's Variable Performance Pay plan, with an annual target of **INR 14100/-(Rupees Fourteen Thousand One Hundred Only)**. The detailed break-up of the compensation offered to you is outlined in Annexure 'A' to this letter.

- **Place of Work:** You will be initially based at the Wells Fargo office in Hyderabad. However, Wells Fargo reserves the right to transfer you from one office to another, at its discretion during the term of your service. You may be required to work from different offices and in different shifts from time to time. Wells Fargo further reserves the right to change your shift timings, job title, designation, reporting lines and reporting manager, in line with applicable laws, during the term of your service.

- **Duties:** You will perform all acts, duties and obligations and comply with such instructions as may be specified by Wells Fargo and which are reasonably consistent with your job title and profile. Wells Fargo may require you to undertake the duties of another position, either in addition to or instead of the above duties, it being understood that you will not be required to perform duties, which are not reasonably within your capabilities. Wells Fargo may also require you (as part of your duties of employment) to perform duties or services not only for Wells Fargo but also for any Affiliate/Associated Company where such duties or services are of a similar status to or consistent with your position with Wells Fargo.

- **Confidential Information and Inventions:** As an employee of Wells Fargo, you will have access to Wells Fargo's confidential information and you may, during the course of your employment, develop certain information or inventions, which will become the property of Wells Fargo, or it's Affiliate/Associated

Company or that of its customers or partners. Accordingly you agree to sign a separate employee information and inventions assignment agreement ("Employee Proprietary Information and Inventions Assignment Agreement"), Non-Disclosure Agreement and a deed of assignment as and when necessary. We wish to impress upon you that we do not wish you to bring any confidential or proprietary material of any former employer or to violate any other obligation to your former employers. Also, you represent that you are not subject to any restrictions that prevent you from working for Wells Fargo.

- **Exclusivity of Service:** You represent and warrant that you are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits you from fully performing any of the duties of your employment, in accordance with the terms and conditions of this letter. You are required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Wells Fargo and/or its Affiliate/Associated Companies at all times during the course of your employment with Wells Fargo. You must not carry on, during the term of your employment, without the prior express permission of Wells Fargo or any person so authorized by Wells Fargo obtained in writing, any lecturing assignments or any business either alone or in partnership, nor be directly or indirectly employed or concerned with as principal, agent or otherwise in any business, trade or profession whatsoever. During the term of employment and for a period of 1 year immediately following the expiration or earlier termination of employment, you agree not to interfere with the business of Wells Fargo in either of the following ways: (i) solicit or attempt to solicit any employee, independent contractor or consultant of Wells Fargo to become an employee, consultant or independent contractor to or for any other person or entity, or (ii) solicit any customers of Wells Fargo with whom you had contact or whose identity you learned as a result of your employment with Wells Fargo. For purposes of this letter, you agree that a customer is any person or entity to which Wells Fargo has provided goods or services at any time during the period commencing six (6) months prior to your employment with Wells Fargo and ending on the date your employment with Wells Fargo ends.

- **Probation:** You will be on probation for a period of **six (6)** months from the date of joining Wells Fargo. If necessary and at the discretion of Wells Fargo, the probation period may be extended by a further period of **three (3)** months. You will be confirmed for employment upon successful completion of the probation period.

- **Required Absence:** Certain positions in the Company are covered by Required Absence from Sensitive Positions Policy (***RA Policy***), which will be effective 1 January 2018 for International team members. This will apply to you only if your role is for a Position covered by RA Policy. Coverage may change from time to time so that even if your Position is not covered now, it may be covered by RA Policy later depending on business requirements. You will be separately informed if the Position is covered or will be covered by RA Policy. If your Position is covered by RA Policy, you will be required to be away from the role for a minimum period of two consecutive (2) weeks or ten (10) consecutive working days per year on a qualifying period of absence, during which time you will not be permitted to perform sensitive task work associated with the Position, including, but not limited to, accessing Wells Fargo systems or devices, remotely or otherwise, in relation to such sensitive task work. Other mandatory time away requirements may apply even if the Position is not covered by RA Policy, as set out in the Handbook. Working with HR and your manager, you may use a combination of the following absences or assignments (only if such absences or assignments are applicable to your Position) to comply with the RA Policy:
    - Paid Time Off (scheduled or unscheduled)
    - Compensatory Time Off
    - Leave of absence
    - Other Paid Time Away
    - Off-site training or professional conferences
    - On-site training, temporary job reassignments or temporary assignments specifically designated and approved by line-of-business senior management and the group risk officer
    - Unpaid time off, as appropriate

- **Separation with No Cause:** For Separation with No Cause during the Probation Period either party may give notice of separation of employment at any time, subject to one (1) months' notice in writing. Wells Fargo at its sole discretion has a right to waive the notice period on payment of a sum of money equal to one month's salary in lieu thereof. Following completion of the Probation period, either party may give notice of separation of employment at any time, subject to two (2) months' notice in writing. Wells Fargo, at its sole discretion has a right to waive the notice period on payment of a sum of money equal to two month's salary in lieu thereof. Following any termination of the period of Employment, you shall fully cooperate with Wells

Fargo in all matters relating to the winding up of pending work on behalf of Wells Fargo and the orderly transfer of work to other employees of Wells Fargo. You agree that all property, including, without limitation, all equipment, tangible proprietary information documents, books, records, reports, notes, contracts, lists, computer disks (and other computer-generated files and data) and copies thereof, created on any medium and furnished to, obtained by, or prepared by you in the course of or incident to your Employment, belongs to Wells Fargo and shall be returned promptly to Wells Fargo upon termination of the period of Employment.

- **Separation for Cause:** At any time, by notice to you specifying the reason for termination, the Wells Fargo may terminate your employment for cause. Termination for "cause" means the failure on your part to properly carry out your duties after notice by the Wells Fargo of the failure to do so and an opportunity for you to correct the same within a reasonable time from the date of receipt of such notice, conviction for theft, fraud or another serious crime by a court of competent jurisdiction, or dishonesty or gross, willful and persistent misconduct by you involving the property, business or affairs of the Wells Fargo or the carrying out of your duties. Wells Fargo shall only pay you all fixed compensation then due and owing, together with accrued vacation pay and benefits prior to the date of termination.

- **Code of Conduct:** Your appointment at Wells Fargo would require you to be bound by the prevailing code of conduct, rules, regulations, policies, procedures and guidelines of the Wells Fargo.

- **Wells Fargo's Employee Handbook:** The provisions of the Wells Fargo EGS Team Member (employee) handbook (as amended from time to time) shall govern your employment except so far as they are inconsistent with the terms of this letter. You will be provided access to Wells Fargo's Team Member handbook via the Wells Fargo intranet once you have joined Wells Fargo. Your appointment with Wells Fargo would require you to be bound by all rules; regulations and guidelines issued by Wells Fargo from time to time, in relation to personal and professional conduct, and discipline. You are also required to sign the "Code of Ethics and Business Conduct." Your acceptability of these agreements and compliance to rules, regulations and policies shall also be deemed to be a part of employment terms at Wells Fargo.

- **Miscellaneous: Wells Fargo assumes that the information provided by you in all aspects related to your background check or otherwise is accurate and comprehensive. In the event, the information provided by you is found to be false or fraudulent, Wells Fargo shall have right including but not limited to revoke this offer letter or terminate your employment with Wells Fargo, as the case may be.** In case any provisions or part thereof in this letter is held to be invalid or unenforceable by any court of competent jurisdiction, it will not affect the validity or enforceability of the remaining provisions or parts thereof. The information contained in this letter of appointment is 'Personal & Confidential'. This letter contains sensitive, personal and confidential information and its contents are not to be shared with or divulged to other Wells Fargo employees excepting your supervisor(s) or the Human Resources Department.

For Wells Fargo EGS (India) Private Limited

Chandrasekhar Narayana Bhatta
Authorized Signatory

Agreed to and accepted by:

DIVYA MANDA
Printed Name and Signature/Date

Wells Fargo EGS (India) Private Limited (formerly known as Wells Fargo India Solutions Private Limited)
Wells Fargo Centre
Orion IT/ITES SEZ
Divyasree NSL Infrastructure Private Limited SEZ
Survey. No. 66/1,Raidurga Village
Serilingampalli Mandal, RR District
Hyderabad, India 500032
Tel: 91 40 4032 1000
Fax: 91 40 4023 1100
wellsfargo.com

Annexure 'A'

Compensation and Benefits Summary

July 1, 2019

Team Member Name: DIVYA MANDA
Designation: Loan Doc Specialist 1
Grade Code: LDS1

Your total annual compensation package is as follows:

Salary Head	**Monthly INR**
Basic	15000
Flexible Allowance	2621
Provident Fund (Employer Contribution, 12% of Basic)	1800
Gratuity (4.81% of Basic)	722
Total Monthly Gross	**20143**
	Annual INR
Total Annual Fixed Compensation	**241711**
Variable Performance Pay *	14100
Total Cost to Company	**255811**

Insurance Benefits and other benefits shall be provided to team members, as per the existing Company policy and may be amended from time to time. Any statutory benefits (including, but not limited to maternity leaves where applicable) that may be provided under the applicable laws will also be available to eligible team members.

Notwithstanding anything herein, Wells Fargo may at its sole discretion amend or repeal discretionary benefits without giving any notice to team members. It is hereby declared that benefits provided to team members (except Total fixed Compensation) are not the consideration of the employment. Currently, Insurance Benefits are as under:

- Group Medical Insurance = INR 5,00,000 for all Team Members (Coverage for Team member, Spouse, Children and Parents). Parental Medical insurance limit would be INR 200,000. This is a sub-limit of the overall annual benefit limit and will cover either one or both parents.
- Personal Accident Cover = 3 times total annual fixed compensation
- Term life cover = 3 times total annual fixed compensation

- Please note that the above mentioned sum towards the Variable Performance Pay ("VPP") is not an entitlement but a discretionary pay out and therefore, an indicative number, which will vary from year to year based on your performance and the performance of the Company and parent company. This variation will also impact the Total Cost To Company and the figure will change accordingly. You may further note that payout of VPP shall be on pro-rata basis for partial year worked.
- VPP pay out cycle and pay out date shall be decided by Wells Fargo, at its discretion, and in order to be eligible for VPP payout, you should be employed for more than 3 (three) months of the performance period and be on the rolls of Wells Fargo as on the date of payout of VPP.

Wells Fargo EGS (India) Private Limited (formerly known as Wells Fargo India Solutions Private Limited)
Wells Fargo Centre
Orion IT/ITES SEZ
Divyasree NSL Infrastructure Private Limited SEZ
Survey. No. 66/1,Raidurga Village
Serilingampalli Mandal, RR District
Hyderabad, India 500032
Tel: 91 40 4032 1000
Fax: 91 40 4023 1100
wellsfargo.com

Annexure 'B

List of Documents to be submitted prior to joining Wells Fargo

S No.	Description
1	Education provisional certificate and mark sheets of the highest qualified degree / professional qualification.
2	Experience Certificate and Relieving Letter (and/or Acceptance of resignation letter) of last two employers.
3	Copy of passport (first and last pages)
4	Two (2) passport size photographs
5	A self-attested copy of the PAN (Permanent Account Number) card.

-COPY-

UID: 111716014022

B.COM HON
UID:- 111716014022

Dear Methre,

Welcome to the ADP Family! We are thrilled to have you with us and look forward to an enriching relationship ahead. We are sure you would have received an e-copy of your offer letter and enclosed is a physical copy of the same offer letter

As a part of our onboarding process, the enclosed documents are required to be filled and submitted on the day of joining.

- Two copies of passport size photograph
- Confidentiality Agreement
- Code of Business Conduct & Anti Bribery Policy
- Provident Fund declaration and transfer form (Please use the transfer form only if you wish to transfer the PF account from the current/past employer to ADP)
- Bank application form(s) for your salary account
- Joining Details Form

Please ensure to report at the ADP office no later than 9.00 AM on the day of joining. Kindly bring along the following documents in case you have not submitted them to us earlier:

1. Relieving/Experience letter from the last employer (If applicable)
2. PAN card copy

Please feel free to connect with your candidate manager in case of any queries on the offer.

Your Back Ground Check has been initiated and a third party team will be reaching out to you shortly on the same.

For any on-boarding assistance, please email to hyderabadhrsharedservicesteam@adp.com

The ADP family wishes you a fun-filled, fulfilling journey ahead.

Best Regards,

ADP Human Resources

adp.com

-COPY-

04 December, 2018

Methre Suhasini
9-3-745 Rezimental bazar,secunderabad,
secunderabad~,
Hyderabad 500010

Dear Methre,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 Aug, 2019
Compensation:	Gross Compensation of Rs.200,002/- (Rupees Two Lakh and Two Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached).
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining, during this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side.ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Methre Suhasini

04 December, 2018

Methre Suhasini
9-3-745 Rezimental bazar,secunderabad,
secunderabad~,
Hyderabad 500010

Dear Methre,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

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Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining, during this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side.ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Details of Compensation

Name : Methre

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
Basic Salary	4,130	49,560
House Rent Allowance (40% of Basic Salary)	1,652	19,824
Flexible Benefits**	2,039	24,468
Special Allowance	3,727	44,724
B. Bonus (20% of Basic Salary paid monthly)	826	9,912
C. Standard Benefits		
Provident Fund***	1,192	14,304
Gratuity	199	2,388
Gross Compensation (A+B+C)	13,765	1,65,180

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	19,822	34,688
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		2,00,002		

In addition to the gross yearly compensation, the associates' contribution of Rs. 2,861 and employer's contribution of Rs. 7,766 towards ESI would be borne by ADP.

** Indian Rupees*

*** Flexible Benefits include Medical Reimbursements, Leave Travel Allowance and Child Education Allowance*

**** PF will be deducted as per the statutory norms*

 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Government slab

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: The Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.

For those members who joined the organization after January 1st, Leave entitlement for the period between your date of joining and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

UID:-
111716014030 ✓
2018-2019.

Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

B.Com. Hons.

March 20, 2019

G Vaidehi
India,

Dear Vaidehi,

We believe our employees' ideas can literally change the world - and we see it happen all the time. For more than two decades, we've been a global leader in wireless technology, continually pushing the boundaries of what's possible. We develop products and solutions that make a difference in the lives of people everywhere. By joining the Qualcomm family, you too can play a part in changing the world.

Qualcomm India Private Limited ("Qualcomm") is pleased to extend an offer of employment to you as a(n) Accounting Processor, III, reporting to Murali Satish Kumar Sureddi, Director of Finance, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 29,200 and restricted stock units (RSUs) as per the terms and conditions in the attached RSU letter. Included in the gross monthly salary, Qualcomm will provide you allowances and reimbursements as indicated in the annexure to this offer letter. All salary, allowances and reimbursements will be paid less required withholdings and in accordance with the applicable policies and procedures of Qualcomm, as may be amended or modified by Qualcomm from time to time.

Total Rewards Review
You will also be eligible to be considered for the corporate total rewards review program. During this review, each employee may be eligible for discretionary salary increases, performance bonus awards and Restricted Stock Unit grants subject to assessment on various relevant criteria. The total rewards review program is discretionary and is subject to change from time to time at the sole discretion of Qualcomm without any notice.

Benefits Program
We offer a comprehensive benefits package for you and your dependents. A summary of these benefits is available on the Benefits section of our website.

Place of Work

You will report into Qualcomm's Hyderabad office. Qualcomm may, after giving you reasonable notice, transfer or assign your services to any place of business of Qualcomm that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad.

Qualcomm pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training program. The training is given to ensure that you are complaint with the best practices followed by Qualcomm- on a worldwide basis.

Qualcomm reserves its rights to transfer or assign your services to any associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom Qualcomm may make any such arrangement or agreement. You may also be required on a temporary basis to work at any client premises based in India or overseas.

Confidentiality

You must always maintain the highest degree of secrecy and keep as confidential the records, documents and such other information relating to the business of Qualcomm, its parent, subsidiary and affiliated entities which may be known to you or confided in you by any means during the course of your employment with Qualcomm. You will be required to sign the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement with Qualcomm at the time of joining Qualcomm.

Taxes

Taxes will be withheld in accordance with applicable tax laws and you may be required to provide receipts for allowances. You shall be responsible for filing of your personal returns and comply with other requirements under the tax laws of India and any other relevant jurisdiction.

Probationary Period

You will initially be on probation for a period of 180 days from the actual date of your joining with us and will be eligible to be considered for confirmation in the regular service of Qualcomm on completion of the 180 days, unless Qualcomm specifies in writing that your probation period has been extended for such further period as determined by Qualcomm in its sole discretion. The probation period may be curtailed or extended by the management of Qualcomm at its sole discretion without assigning any reasons. Qualcomm may elect to terminate your employment at its sole discretion during the probation period without assigning any reason by providing thirty (30) days prior written notice or payment of a sum equal

to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu thereof.

You may terminate your employment with Qualcomm during the probation period by providing thirty (30) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances).

During the probationary period your performance and other antecedents will be thoroughly assessed and evaluated by your superiors and only on satisfactory completion of your initial or extended probationary period you will be eligible to be considered for confirmation in the regular service of Qualcomm on such terms and conditions as decided by Qualcomm.

Termination of Employment

After confirmation, your employment with Qualcomm may be terminated by either you or Qualcomm by providing sixty (60) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances). Qualcomm however may at its sole discretion terminate your employment prior to the end of the notice period and pay in lieu of such notice gross salary.

Qualcomm reserves the right to terminate your employment (whether you are on probation or in confirmed employment) summarily without notice or payment of a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu of notice if it has reasonable grounds, including deficiency in performance, misconduct or negligence as per Qualcomm policy or guidelines, breach of this agreement or any applicable laws. You shall return to Qualcomm all company property in your possession upon the cessation of employment.

In case of any termination of employment, you agree to release Qualcomm and its parents, subsidiaries, affiliates, directors, employees and agents from all known or unknown, suspected or unsuspected, claims, if any, relating to or arising out of your employment, the cessation of your employment, or from any

events, transactions or occurrences between yourself and Qualcomm, including any claims under any state or central employment laws, bye-laws, legislations, rules, notifications, statutes, precedents, practice or custom.

Other Acknowledgements and Contingencies

You understand and agree that any information received as a result of any investigation to verify information provided in your resume, application and/or personal information sheet, and any other inquiries as deemed necessary, may be used by Qualcomm to determine appropriateness for employment, and that this offer may be revoked or your employment may be terminated based on information received from this investigation, even if such information is received after the commencement of your employment. If Qualcomm elects to so terminate on account of any misrepresentation, errors or inconsistencies in the information provided, Qualcomm shall not be obliged to provide any notice or payment in lieu thereof.

You also understand and agree that your employment is contingent upon signing the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement and acknowledging that you have not and will not bring or use, in the performance of your duties for Qualcomm, any proprietary or confidential information of any of your former employers without that former employer's written authorization. You agree and acknowledge that your employment with Qualcomm will not require you to violate any contract, obligation or confidence to any other party. You shall be solely and fully responsible for any costs or consequences that may arise in this connection.

You further acknowledge that Qualcomm will not be responsible for any outstanding salary, compensation, social security benefits, gratuity and other benefits which may be payable to you by your former employer.

Finally, you acknowledge your employment at Qualcomm is contingent on you being able to legally work in India. If, as a condition of your lawful ability to work in India, you are required to submit a Financial Guarantee, and Qualcomm agrees to do so, on your behalf, you must sign a Counter Guarantee which will be provided by Qualcomm.

Employment Rules and Regulations

In addition to the terms and conditions of employment specifically stated herein, you will also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended,

modified or omitted by Qualcomm 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 including but not limited to work timings. You agree and acknowledge that you employment with Qualcomm is contingent upon compliance with all of the foregoing at all times and any failure to do so shall constitute a breach of this agreement and terms of employment.

Governing law
This offer and the employment agreement resulting from it's acceptance shall be governed by and construed in accordance with the laws of India and any matter that may arise out of or in connection here with shall be brought in courts of competent jurisdiction in India, which shall have exclusive jurisdiction.

Entirety
This offer, upon acceptance, constitutes the entire agreement between the parties in relation to the subject matter hereof (except as stated herein) and supersedes any prior communications, writings, manifestations or understandings of any kind, oral or written in connection herewith. No delay or omission on the part of Qualcomm in exercising any of its rights hereunder shall operate as a waiver of such right or of any other right.

Deadline to Accept Offer:
This offer of employment will remain valid until April 19, 2019. Acceptance of this offer is contingent upon receipt of the following documents by the said deadline failing which the offer shall stand withdrawn at Qualcomm's sole discretion:

- Signed copy of this letter
- Agreement regarding Restricted and Embargoed/Sanctioned Countries and Employee Export Written Assurance completed and signed
- Inventions Disclosure, Confidentiality and Proprietary Rights Agreement
- Copy of your passport (if you do not have a passport, please complete the attached Declaration Form)
- Copy of your PAN card & Aadhar card

Qualcomm reserves the right to revoke the offer at its sole discretion at any time before the aforesaid deadline without any further obligation or liability.

Qualcomm

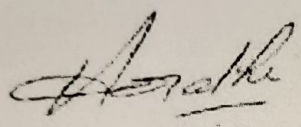
QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

You should scan and email signed copies of these documents to Shailesh Kumar at kumarsha@qti.qualcomm.com and carry your original signed letter on your date of joining and hand over the same to the said recruiter. You will receive copies of these documents in return.

If you have any questions, please do not hesitate to contact Shailesh Kumar at +91-98-6642-2634.

Congratulations and welcome to Qualcomm!

Sincerely,
Qualcomm India Private Limited



Aarathi Sampath Kumar
Sr Mgr, Talent Acquisition
QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
This document is electronically signed and does not require a physical signature for further authentication.

TERMS OF OFFER ACCEPTED

SIGNATURE: _____

PRINT NAME: _____

DATE: _____

Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

PROPOSED START DATE: _____

Other offices: Bengaluru: 125-127, EPIP II Phase, Whitefield, Bengaluru-560066, Tel:+91-80-46174000; Fax: +91-80-46174004 Gurugram: Global Business Park, 8th Floor, Tower D, Mehrauli Gurugram Road, Gurugram-122002, Haryana Tel:+91-124-6642316, Fax: +91-124-6642400 Chennai: TVH Agnitio Park, Floor #11,Door #141, OMR, Rajiv Gandhi Salai, Kandanchavadi, Chennai – 600 096, Tamil Nadu, India. Tel: +91-44 -66946400; Fax: +91- 44 -66946401 Hyderabad: 5th Floor, Bldg # 8 Mindspace, Hitec City, Madhapur, Hyderabad, 500 081, Telangana, India. Tel: +91-40-67842864; Fax: +91-40-49730057 Mumbai: Unit no. 1102, Platina Building, G Block 11th Floor, Plot # C-59, Bandra Kurla Complex, Mumbai, India 400051 India. Tel: +91-22-67041400; Fax: +91-22-67041500 Noida: Advant Business Park, B-502, 5th Floor, Tower B, Plot No.7, Noida-Gr.Noida Expressway, Sector 142, Noida-201305 India Tel+91 120 4696000; Fax+91 120 4696111

Annexure to the Appointment Letter

Name:	G Vaidehi
Designation:	Accounting Processor, III
Location:	Hyderabad
Gross Pay (annually):	INR 350,400
Gross Pay (monthly):	INR 29,200

Gross Pay Components		**Per Annum Rs.**		**Per Month Rs.**	
Basic Pay		INR	140,160	INR	11,680
House Rent Allowance		INR	56,064	INR	4,672
Flexible Benefit Plan		INR	154,176	INR	12,848
Leave Travel Allowance		INR	14,016	INR	1,168
Special Allowance		INR	140,160	INR	11,680
Gross Pay Sub-totals		**INR**	**350,400**	**INR**	**29,200**

"Note: After making elections, all unallocated funds from the Flexible Benefits Plan will be paid out monthly as taxable income under the heading "Special Allowance". Based on employee utilization of funds under elections made, any residual monies will accumulate and will be paid out as taxable income under the heading of "Special Allowance" at the end of the tax year."

Retirals					
Employer Contribution to Provident Fund	12% of Basic Pay	INR	16,819	INR	1,402
Gratuity	4.81% of Basic Pay	INR	6,742	INR	562
Retirals Sub-Totals		**INR**	**23,561**	**INR**	**1,963**
Cost to Company (Gross Pay + Retirals)		**INR**	**373,961**	**INR**	**31,163**
Company Paid Standard Benefits					
Mediclaim		INR	24,795		
Personal Accident Insurance		INR	2,500		
Group Term Life Insurance		INR	2,500		
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits)		**INR**	**403,756**		
New Hire Restricted Stock Unit Value		USD	$ 1,500		

Qualcomm

March 20, 2019

G Vaidehi
India.

Dear G,

Congratulations on receiving an offer of employment from our subsidiary, QUALCOMM India Private Limited. As the parent company of your employer, we at Qualcomm Incorporated ("Qualcomm" or the "Company") will offer you the opportunity to accept a grant of restricted stock units (RSUs) equal to **USD 1,500.00**, subject to obtaining necessary approval required under the Company's 2016 Long-Term Incentive Plan ("LTIP"). The number of RSUs to be granted will be determined by dividing **USD 1,500.00** by the fair market value (as defined by the LTIP) of Qualcomm common stock on the Company's next quarterly grant date (February 20, May 20, Aug 20 or Nov 20) following the month of your start date, rounded up to the nearest whole share. The grant of these RSUs will be subject to all of the terms and conditions of the LTIP and a Grant Notice and Award Agreement approved by the Company's Compensation Committee with one-third of the RSU vesting after one year and semi-annual vesting thereafter until fully vested in three years.

Please be aware that the Company reserves the absolute right in its sole discretion to suspend, modify, cancel or terminate the LTIP at any time without compensation to you or any other of the participating employees. Your participation in the LTIP is entirely voluntary and the benefits that are afforded under the LTIP do not form an employment contract with the Company or its subsidiaries. The RSUs are not part of your salary or other remuneration for any purposes, including for purposes of computing payment during any applicable notice period, payment in lieu of notice, severance pay, other termination compensation or indemnity (if any) or any similar payments. You remain responsible for complying with any applicable legal requirements in connection with your participation in the LTIP and for any taxes arising as a result of the RSU grant, including without limitation, the vesting of your RSUs, the subsequent sale of your shares and the receipt of any dividends or dividend equivalents (regardless of any employer tax withholding and/or reporting obligations). Further, we recommend that you seek advice from your personal accountant or tax advisor at your own expense regarding the tax implications of any RSU grants that may be made to you.

This letter and any RSU grant made to you shall be governed under U.S. federal and California state law (but not including the choice of law rules thereof). The federal and/or state courts of the State of California, County of San Diego, shall have exclusive jurisdiction to adjudicate any dispute arising out of this letter or any RSU grant made to you. Please note that the Company can grant the RSUs to you, in its sole discretion, only if and as long as it is permitted and feasible under the laws of your country and the U.S. If local or U.S. laws make the grant of the RSUs illegal or impractical, the Company will inform you as soon as possible.

You agree to execute any necessary or appropriate additional agreements, documents or instruments in connection with any RSU grant under the LTIP which is required in order to participate in any equity compensation plan offered by the Company.

Should you have any questions with respect to the content of this letter, please do not hesitate to contact Stock Administration at stockgrants@qualcomm.com.

Once again, congratulations on your offer to join the Qualcomm family!

Sincerely,

Qualcomm Incorporated

By: B. McC

Bill McClelland
VP, International Human Resources

Gmail - State Street Welcomes you!

UID:- 111760146032
B.Com honours.
2018-2019

EMPLOYEE OFFER LETTER

Name: YASMEEN SULTANA Date: 8th March '19

Dear Yasmeen Sultana

On behalf of ***Resolute B2B***, it is my pleasure to confirm your offer of employment to you as "Lead Generation Executive", in our Hyderabad office, India operations. We extend this offer, and the opportunity it represents, with great confidence in your abilities.

We are pleased to appoint you on the following terms & conditions:

Designation	:	LEAD GENERATION EXECUTIVE
Cost to Company	:	
Proposed Compensation Break Up	:	2,04,000 + 2,000 NSA

The compensation will be subject to applicable law or the rules of the Company in force from time to time, and as may be modified by the Company in its sole discretion from time to time. The company will make such deductions as may be necessary for compliance with State / Central tax laws.

Your appointment will be effective after 90 days of the date of joining; failing to continue after 90 days will stand automatically withdrawn.

This offer of employment is contingent upon the successful completion of your back ground screening as per the norms of the organization.

Our standard policy includes annual performance appraisals and three months of probation from the date of joining the Company.

Subject to the provisions contained in this offer, your services are terminable by either party giving one month notice or monthly gross salary in lieu thereof. No notice of resignation will be effective if given during a period of leave of absence from the Company and you will also not be eligible to proceed on such leave during the notice period.

You will abide by 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 in service which shall be binding on you.

Any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty, or incompetence in the discharge of duty on your part or the breach of any of the terms, conditions and stipulations contained herein will render you liable to termination of your employment without notice or compensation thereof.

It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.

We take great pleasure in welcoming you to our Organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

Wish you a great future.
Thanking you,

For Resolute Supply Chain LLP

(USHA B)
GM - Human Resource

08/02/2019

OFFER ACCEPTANCE

I accept the above offer and I will report for duty on _____

Signature: Name:

Date: Place:

STATE STREET.

Highly Confidential

B.COM HONS

LETTER OF INTENT

Name: Title	Ankit Dung Dung Associate 1	Date of Joining: Location:	June'2019 - October 2019 Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,369
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)

Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).

Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).

Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign: Ankit

Name: Ankit Dung Dung

Date: 21/01/2019

CIN U74130KA2007PTC043738

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UID:- 111716014035

Feb 12, 2019

Timothy raj a r

HR/S/0219/416681

B.COM
HON

Dear Timothy raj a r,

Letter of Appointment

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: [signature]
Name: A.R. TIMOTHY RAJ
Date: 19/2/19

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

06, 2019

s joseph

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B 10M Hours

Hyderabad - 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

Mr. A.R.Timothy Raj
Flat No:503,Sri Vishwa Sai Nilayam
Mangapuram Colony, Moulali,
Hyderabad - 500040

Subject: Offer of Employment

Dear A.R.Timothy Raj:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am plea confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyde** We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have very favorable impression with everyone you met and we are excited with the prospect of you joini organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial w your joining the Employer. As part of your annual compensation, you will receive a Total Sal **Rs.3,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary dependin the business and individual performance each fiscal year and, in some situations, could exceed the payou indicated. Any amounts paid will be subject to statutory and other deductions as per Employer polici practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Em subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amende time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their emplo make the necessary representations regarding independence and other matters. Because the Employe Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accor this offer is conditional upon you agreeing to make such representations under the Employer's Indepe Representations requirements, as further explained in **Annexure B**. Your compensation details are confi and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acce of our offer will be just the beginning of a mutually beneficial relationship with our organization. We like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the t joining, it is mandatory for you to submit the documents mentioned below.

https://na3.docusign.net/Signing/?ti=c21b4e0d1e1745bdb9caab9de721da6d 1/1

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This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solic Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are requ sign upon joining), constitute the entire agreement between the parties with respect to the subject matter offer, and supersedes all other previous or contemporaneous oral or written representations, understand agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up an transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the fir provides day-transportation services from central locations to the office and back, at time periods oth those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a m basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be fi accept the offer and the terms of this letter, please sign below in the space provided within three business

A.R.Timothy Raj, everyone you have interviewed with joins me in extending to you congratulations and regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Jaideep Avasarala
411F4EBF0EAE482

Authorized Signatory

Review and sign document(s) | DocuSign

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Mr. A.R.Timothy Raj

Acceptance

I, **A.R.Timothy Raj**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
A. Timothy Raj
448B65D16FA0401...

Signature

06/06/2019

Date

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Annexure A

Mr. A.R.Timothy Raj — **Associate Engagement Controller**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum
Basic Pay	8,750	1,05,00
House Rent Allowance (HRA)	4,375	52,50
Special Allowance[1a & 1b]	4,175	50,10
Leave Travel Allowance[2]	875	10,50
Meal Card[3]	2,200	26,40
Differential Allowance(L)	2,825	33,90
Employer's contribution to PF	1,800	21,60
Total Salary (in Rs.)	**25,000**	**3,00,00**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	1,448	17,37

* The Variable Bonus will vary, primarily based on your performance and the performance of the bu during the Employer's fiscal year which is June through May. Your performance will be formally assess part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the busine individual performance and in some circumstances, could exceed the payout range indicated. The perfor of all the employees who have joined the Employer prior to March 1st will be assessed for the fisc ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on th of the Employer on August 31st following the close of the fiscal year. For employees joining during the March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will paid in the event of termination of employment for any reason on or before the disbursement tim application and interpretation of, and any determinations related to, the Variable Bonus is at the sole dis of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, exp incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - **Associate Engagement Controller Analyst**	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

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[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the nam Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this ben amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The t or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be p as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The p amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage l additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be rel rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, poli practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditu Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinar including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax This may change from time to time in line with the amendments done in tax laws.

111716014006

UID :- 111716014022

Bcom. Hons.

UID :- 111716014038

Cognizant

Ref No: 13428725

24-Jun-2019

Rajesh Yadav Gurrala

Dear Rajesh Yadav,

In continuation to our discussions, we are pleased to offer you the role of **Process Executive - Data** in **Cognizant Technology Solutions India Private Limited.**

You are entitled to an Annual Gross Compensation (AGC) of **Rs.180,000**. The other details about your compensation is presented in **Annexure A.** We would like to inform you that Cognizant has considered 0 months of your experience as relevant, which would be updated in our records. Your place of posting will be **Hyderabad.**

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the 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.

We request you to join us on or before **25-Jun-2019**.

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
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- 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 your joining us. Should you have any further questions or clarifications, please feel free to contact us.

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:**

UID:- 111716014039

B Com
Hons

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Outer Ring Road Varthur Hobli
Bangalore E Taluk Bangalore. 560103

www.statestreet.com

LETTER OF INTENT

Name:	Sonu Jawalkar	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign: J: Sonu

Name: Sonu Jawalkar

Date: 7/2/2019

CIN U74130KA2007PTC043738

UID:- 111716014049

Gmail

Vishnu Vamshi Manche <manchevishnu0018@gmail.com>

Congratulations

Meghana Sravya Gandham <mgandham@infologitech.com> 28 February 2019 at 01:44
To: "manchevishnu0018@gmail.com" <manchevishnu0018@gmail.com>

B.COM 6th SEM

111716014049

Hi,

Congratulations

Mr. Vishnu Vamshi ,

We are pleased to offer you a position of ASSOCIATE FINANCE in our organisation InfoLogitech (India) Private Limited. Your annual compensation is Rupees 3,00,000 that includes your base pay, benefits. In addition to this you are eligible for up to Rupees 60,000 as year end variable pay.

This offer is contingent on completion of your degree. Please contact us on or before April 20, 2019 for further process. Your tentative joining date will be May 1, 2019.

Please respond to this email confirming your acceptance of this offer by 04-Mar-2019.

We are looking forward to have you as a part of InfoLogitech team. Feel free to call me/ Kushal or email me for any questions or information.

Regards

Meghana Sravya Gandham
InfoLogitech India Pvt.Ltd.
HR-Department
Mb No :+91 - 9618116121
Kushal :+91 - 7702861999
B 1002,B-Block,10th Floor, The Platina
Gachibowli, Hyderabad-500032

UID:- 111716014045

3.00 LPA

Feb 09, 2019

HR/S/0219/416885

B.Com
HONS

Micheal bevan mario

Dear Micheal bevan mario,

Letter of Appointment

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: Micheal.
Name: Micheal Bevan
Date: 21/2/19

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

VID:- 111716014047

B.Com honours

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Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103
www.statestreet.com

LETTER OF INTENT

Name: Nitin Kumar
Title Associate 1
Date of Joining: June'2019 - October'2019
Location: Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Nitin Kumar

Date:

CIN:U74130KA2007PTC043738

UID:-1117160740249
2018-2019.
B.Com hons.

IKS HEALTH

PRIVATE & CONFIDENTIAL

Priyanshu Kashyap Jha,
23/9A, Straight Mile Road, Sakchi,
Jamshedpur
March 1,
2019 Dear
Priyanshu
Jha,

Welcome to IKS Health!

Subject: Offer Letter

With reference to your application, subsequent interview and discussions, we are pleased to inform that you have been selected for the position of **Revenue Cycle Officer_AR**, in Grade **11**, in Department **RCM** with our organization commencing from **June 17, 2019.**

Your annual compensation will be INR **350000.00/-**. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexures.

IKS Health is defined by an efficient and reliable culture that sets us apart. Our DNA, while evolving through various transformations, has still constitutionally been driven by the same core values. **Customer first** has been one such belief that influences every employee at IKS Health. We strive to understand our customer's need, staying ahead of the curve to deliver best-in-class service. Equally crucial, is our **ownership**, wherein our eyes stay on the end result without compromising on our quality, ethics and people. We draw our greatest strength by **caring** for our customers and our people. Hence, **collaboration** at workforce goes hand-in-hand with greater accountability, thereby creating responsible members at our workplace. As we redefine what business success means in the changing landscape, we believe in inculcating the spirit of **innovation** so that established systems and ways of doing things are constantly tested, questioned and disrupted. Continuous **learning** and the ability to take risks are fundamental characteristics that make us shatter boundaries.

These shared values and beliefs are the influencers of everyday work culture at IKS Health that has eventually built our ethos. It is what integrates us across technologies, platforms and geographies. We are proud of it and we eagerly welcome you to the IKS Health way of life.

This offer of employment is contingent upon you fulfilling the background verification process that the organization will conduct. We look forward to you joining us at our **Hyderabad** office on **June 17, 2019**. Please keep your recruiter informed, in case of advancement in the joining date.

Please endorse your acceptance, within the next two business days, by duly signing the duplicate copy of this letter on all sheets, including annexures, at the bottom on the right corner and return to the undersigned. Please refrain from soliciting other offers based on this letter as the same will be null and void if so used.

We wish you all the best.

Thanking you,
For Inventurus Knowledge Solutions Pvt. Ltd.
HR Team
I accept the above offer on the terms indicated.

Signature
Priyanshu Kashyap Jha

Date

Annexure I

	Annual	Monthly
Basic	108000.00	9000.00
HRA	10800.00	900.00
Statutory Bonus	8400.00	700.00
Special Allowance	201765.20	16813.77
Retirals and Benefits		
PF	12960.00	1080.00
Gratuity	5194.80	432.90
Insurance	2880.00	240.00
ESIC	0.00	0.00
Total CTC	350000.00	29166.67

Thanking you,
For Inventurus Knowledge Solutions Pvt. Ltd.
HR Team
I accept the above offer on the terms indicated.

Signature
Priyanshu Kashyap Jha

Date

UID:- 111716014[illegible]50

Feb 12, 2019

HR/S/0219/416676

Raymond noel joseph

B.COM HONS

Dear Raymond noel joseph,

Letter of Appointment

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

4.1 Proof of age;
4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
4.3 Appointment & Relieving letter of your previous employer, as applicable;
4.4 8 (eight) passport sized photographs;
4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
4.6 Photocopy of Passport, if available.
4.7 Photocopy of your Aadhaar Card with number
4.8 PF No. / UAN (Universal Account Number) of previous employment.
4.9 ESIC Number of previous employment.
4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: Raymond
Name: Raymond
Date: 18-Feb-2019

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

111716014052
2018-2019
B. Com. Hons.

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LETTER OF INTENT

Name:	Saifuddin Aziz Ezzy	Date of Joining:	June'2019 - October'2019
Title	Associate 1	Location:	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Saifuddin Aziz Ezzy

Date:

CIN:U74130KA2007PTC043738

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Bangalore E Taluk, Bangalore, 560103
www.statestreet.com

UID:- 111716014053

LETTER OF INTENT

Name: Sanjay
Title Associate 1
Date of Joining: June'2019 - October'2019
Location: Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

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3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Sanjay

Date:

111716014054

Feb 06, 2019 **HR/S/0219/416881**

V james joseph

Letter of Appointment

Dear V james joseph,

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: V. James
Name: V. James Joseph
Date: 19-02-2019

Encl: Annexure – I & II

B.COM HONS

Annexure- I Terms and Conditions of your appointment:

UID:- 111716014005 B.Com Hons

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Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103

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LETTER OF INTENT

Name:	Vallala Rakesh Goud	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
ovident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

Dr

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Vallala Rakesh Goud

Date:

B.Com Honours

STATE STREET

Highly Confidential

StateStreet Corporate Services Mumbai Pvt Ltd
Satyapuna Sattva Knowledge City, Unit 1,
Plot No. 2, Survey No. 91/3,
2nd Floor, Gyderabad Knowledge City,
Raeburg Peenmakthe Village,
Ranga Reddy District, Hyderabad - 500081
www.statestreet.com

EMPLOYMENT AGREEMENT

This Employment Agreement (the "Employment Agreement") is made on this May 03,2019 by and between StateStreet Corporate Services Mumbai Private Limited, a company incorporated under the laws of India and having its principal place of business at Hyderabad (the "Company"), and Kambhampati Naga Satya Susila, an individual, currently residing at Hyderabad (the "Employee").

RECITALS

WHEREAS, the Employee possesses knowledge, skill and experience advantageous to the Company.WHEREAS, the Company desires to employ the Employee as a 'Associate 1', of the Company on the terms and subject to the conditions set forth in this Employment Agreement and the Employee is willing to be so employed by the Company. NOW, THEREFORE, in consideration of the promises, mutual agreements and covenants contained in this Employment Agreement and other good and valuable consideration (the receipt and sufficiency of which is hereby mutually acknowledged), the Company and the Employee hereby agree as follows:

AGREEMENTS

1 Employment

a) Subject to the terms and conditions of this Employment Agreement, the Company hereby employs the Employee as 'Associate 1', and the Employee hereby agrees to serve the Company in such capacity, as an employee at will , for the period commencing May 27,2019 (the 'Effective Date') and until termination of this Employment Agreement by the Employer, (the 'Employment Term').

b) The Employment Term includes a three (3) month probation period (the "Probation Period") which shall commence from the Effective Date, following which the Company may, in its sole discretion, either extend the Probation Period for any period of time (the "Extended Probation Period") or confirm the Employee's employment with the Company.

c) Subject to Section 8 of this Employment Agreement, the Employee's employment with the Company shall, after the completion of the Probation Period and after the completion of the Extended Probation Period, if any, be deemed to have been confirmed unless the Employee, within a period of fifteen (15) days after the completion of the Probation Period and within a period of fifteen (15) days after the completion of the Extended Probation Period, if any, receives a notice of termination of his/her employment with the Company

CIN U74130KA2007PTC043738

StateStreet Corporate Services Mumbai Pvt Ltd

Salarpuria Sattva Knowledge City, Unit 1
Plot No. 2, Survey No. 31/3,
2nd Floor, Cyberabad Knowledge City,
Raidurg Poormaktha Village,
Ranga Reddy District, Hyderabad - 500081

www.statestreet.com

b) Construction. This Employment Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws thereof.

c) Entire Agreement. This instrument contains the entire understanding and agreement between the parties relating to the subject matter hereof and all prior oral and written agreements are extinguished, and neither this Employment Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought.

d) Binding Effect. This Employment Agreement shall inure to the benefit of, and may be enforced by, the Company, its successors and assigns and shall be binding upon the Employee.

e) Illegality. If any one or more of the provisions of this Employment Agreement shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

f) Captions. The captions of the sections hereof are for convenience only and shall not control or affect the meaning or construction of any of the terms or provisions of this Employment Agreement.

g) Collective Bargaining Agreement. This Employment Agreement and the terms and conditions of employment of the Employee shall not be governed by or subject to any existing or hereafter executed collective bargaining agreement including any applicable collective bargaining laws.

h) Counterparts. This Employment Agreement may be executed in several counterparts, each of which shall be considered on original, but which when taken together, shall constitute one agreement.

You are required to sign and return this contract to indicate that you have read and understood the above terms and conditions.

I shall look forward to receiving from you the signed duplicate of this letter as soon as possible

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

This is an electronically signed letter and hence does not require a wet ink signature

---

I hereby confirm my agreement with the terms and conditions of employment set out in this letter.

Sign : Kns. Susila
Name : Kambhampati Naga Satya Susila
Date : 3 May 2019

CIN: U74130KA2007PTC043738

[illegible] Mumbai Pvt Ltd.
[illegible] Knowledge City, Unit 1,
Plot No. 2, Survey No. [illegible]
[illegible] Floor, Cyberabad Knowledge City,
Ranga Reddy District, Hyderabad - 500081
www.statestreet.com

Exhibit "A"

Name	**Kambhampati Naga Satya Susila**
Designation	**Associate 1**

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	105,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**300,000**

* Allowances are subject to all applicable taxes. LTA is non-taxable only if proof of actual expenditure is provided.

Variable Bonus:

* Incentive Compensation (IC): Based on your performance and other business metrics, you may be entitled to an IC. IC is payable only upon achievement of certain objectives and goals and therefore the management enjoys an absolute right in the matters of awarding the IC. This IC is subject to taxation.

Benefits:

* As a part of the benefits scheme, you will be eligible for Sodexo card with a Monthly credit of Rs. 1,500
* Coverage under Group Personal Accident policy of upto 3 times of annual Gross salary
* Coverage under Group Term Life Policy of upto 5 times of annual Gross salary
* Hospital Insurance coverage of INR 500,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

CIN U74130KA2007PTC043738

I hereby confirm my agreement with the terms and conditions of employment set out in this letter.

Sign : Kns. Susila

Name : Kambhampati Naga Satya Susila

Date : 3 May 2019

2018-2019.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

B.com Professionals 2018

28th March 2018

Preliminary Offer Letter

To,
D Sreethi Reddy
Ph No – 9515748281
Email ID - dsreethi08@gmail.com

Dear Sreethi,

We are pleased to offer you the position as described below with Fitkids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of offer stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as part of the **"GAIT"** program as **"CREATIVE MOVEMENT SPECIALIST" – at Hyderabad.**

Your role will include the following responsibilities among others:

1. Being responsible for delivering the **GAIT** program in the assigned schools.
2. Liasoning with the coordinator and class teachers in schools to deliver the **GAIT** program and ensure seamless and smooth delivery of the program in conjunction with the school.
3. Responsibility for maintenance and upkeep of all GAIT equipment.
4. Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student.
5. Creating reports for parents, school management, and FitKids management.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence tentatively on or before **7th May 2018**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Detailed explanation of benefits that you are entitled to avail and the terms and conditions of your employment will provide you on your day of joining. Kindly confirm your acceptance to the same by signing on this offer letter.
You are requested to accept the offer through an acknowledgement on or before **1st April 2018**
Your offer is valid on your completion of graduation.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

Enclosures:
Annexure I: Explanation of Benefits & Schemes

ANNEXURE I

EXPLANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:
The following is an explanation of the benefits currently made available to full time employees of the Company. Your Salary will include the cost to company which is Base Salary + Variable Salary + Benefits. The Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any of the benefits summarized below, either in whole or in part, at any time with or without prior notice or consent.

You will be paid an all-inclusive Cost to Company Annually Compensation (CTC) **Rs.2,23,260.00 Per Annum (Rupees: Two Lakhs Twenty Three Thousand Two Hundred Sixty only) per annum .**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 8,275	₹ 99,300
HRA	₹ 2,228	₹ 26,739
Conveyance Allowance	₹ 1,114	₹ 13,370
Medical allowance	₹ 1,114	₹ 13,370
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
Discretionary Allowance	₹ 0	₹ 0
Higher Education Allowance	₹ 0	₹ 0
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 1,126	₹ 13,515
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 747	₹ 8,967
Total CTC {A}	₹ 17,605	₹ 211,260
Additional Benefits {B}	₹ 0	₹ 0
Retention Bonus {C}	₹ 1,000	₹ 12,000
Total CTC (A+B+C)	₹ 18,605	₹ 223,260

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

* Retention Bonus of Rs12,000/= will be paid on completion of 12 months of service from date of joining. This is a one-time payment.

***Note- The organization may change your job location owing to business requirements**

This cost to company includes all the variables and benefits given to you, this will include **Base Salary + Variable Salary + Benefits**

Base Salary is divided into Basic + Dearness Allowance + HRA (House Rent Allowance) + Conveyance + Medical Allowance + Provident Fund.

Variable Allowance includes City Allowance + After School +School Head + Displacement Allowance (This is a Dynamic component and will change with Location and any additional responsibilities) & Attendance Bonus and Statutory Bonus.

Benefits Pay includes Provident Fund, Gratuity and ESI.

* Salary pay-out will happen on or before the 10th of every Month

Travel & Conveyance:

- Reimbursements for work related travel or courier expenditure accrued by you shall be made which are official expenses outside the normal scope of work. You will be required to retain all the invoices, vouchers etc. and submit the same to the accounts department in order to claim reimbursement.
- You shall be entitled to claim reimbursement at the end of each month before the 25th.
- Reimbursement of Travel expenditure to the work place from home, either to office or school is not allowed once the training period is complete. Travel to and from the training venue during the training period is not allowed for claims for both out station and in station candidates.

Training

- We will provide adequate training – one annual as well as on-going. You should be available at all times for the same.
- In case if you leave the job within Eleven Months from the date of joining, you have to Reimburse the Training Cost invested on you by the company.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

Working Hours, Leaves & Holidays:

You will observe a Six day working and working hours are as per the schedule of the company. The Company provides paid leave in a calendar year. In addition to the Vacation leave of 15 Days per Calendar Year, the Company announces its Festival and National Festival holidays on a yearly basis. **A list of the Festival and National Festival holidays, 06 Sick Leaves, 04 Planned Leaves and 15 Vacation leaves will be made available to you.**

Sincerely,

For Fitkids Education and Training Pvt Ltd

Authorized Signatory
Human Resources

Agreed and Accepted:

Name: .....

BE YOURSELF,
MAKE A DIFFERENCE.

111716017009
2018-2019

accenture

28-May-2019

B. Com. Adv

C3523694
SHEELA RACHEL ONGOLE
F NO-102 1st Floor Shiva Ganga Homes Father Balaiah Nagar, Old Alwal, Hyderabad, Telangana, India,50

Dear **SHEELA,**
Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Limited (hereinafter referred to as 'the Company' or 'Accenture') in our Accenture Operations Delivery Centers in India,**Hyderabad** . This letter will officially confirm your annual total earning potential and terms of your employment.

Role- **Business Operations New Associate**
Career Level- **13**
Sublevel - **3**
Talent Segment- **Program, Project & Service Mgmt**
Business Deal- **Digital Operations**

Your annual total cash compensation will be **INR 185200** and will be structured as per the attached Annexure 1 ' Compensation Details. This will contine to be applicable until further communication on the same. Your annual total earning potential includes:

- Annual fixed compensation of **INR 160000/-** ; 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 FY19 (September 2018 to August 2019) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **15.75%** of the prorated fixed pay in the FY19, 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 in our Accenture Operations Delivery Centers in India 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 Accenture are contingent upon you successfully completing the training program as per the satisfaction of Accenture. Failing which, 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.

Your employment with Accenture 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 Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may oc[illegible] 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.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet upon joining the Company but no later than six months of your start date in the Company, failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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.

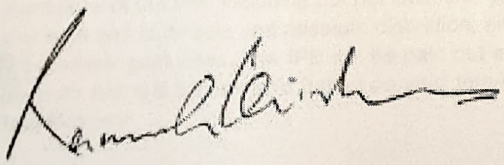
Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 9 months from the date of joining the Company, the Service Agreement amount of INR 70,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

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.

SHEELA, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **suhani.a.bhatia** at **9996668948** 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 L Krishnan
Managing Director - Accenture Operations
Business Process Services Delivery Centers in India

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]
Date:

Candidate's signature_____

Reference Id: 9227f000-afe8-474e-8e83-1c3d60bbd322_2

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-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

111716017010

2018-2019

B.com

Reg

Ms. Pallanati Pallanati,
Karuna Nagar
Alwal Hills Road No. 1,
Hyderabad 500010.

Dear Pallanati,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Pallanati Pallanati

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Details of Compensation

Name: Pallanati Pallanati
Position: Process Associate
Grade: G1 L1

	Monthly (INR)*	Annual (INR)*
A. Base Salary		
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Pallanati Pallanati

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Pallanati Pallanati

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

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-COPY-

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Pallanati Pallanati

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Marketing DCP
1.8 LPA

genpact
Transformation Happens Here

Date: 6 June 2019

Name: P Rupani

Address:

Dear P Rupani

Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 6 June 2019 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "Company").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval;
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information[1] received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

P Rupani 6/06/2019

[1] The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

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- You accept and agree not to disclose and hereby assign to the Company for its exclusive ownership, on a royalty-free, worldwide, perpetual basis all my rights, title and interest including Intellectual Property Rights[2] arising in any work developed or conceived by me solely or jointly with others, in any medium or format now known or later developed during the period and in the course of my enrolment as apprentice (1) that are along the lines of the businesses, work or investigations of the Company or its affiliates or its customers, to which my engagement relates or as to which I may receive or have access to information due to my engagement, or (2) that result from, are correlated to or are suggested by any training undertaken or any job done during the course of the training which I may do for the Company or its customers, or (3) that are otherwise made through the use of Company time, facilities, tools, processes, information or materials.
- You hereby agree to execute all necessary papers and otherwise provide proper assistance (at the Company's expense) during and subsequent to your enrolment, to enable the Company to obtain for itself or its affiliates and nominees, patents, copyrights, trade- marks, domain names or other legal protection or recognition for such Intellectual Property in any and all countries. You agree to waive all moral rights to which you may be entitled under the law or any relevant jurisdiction for the Intellectual Property.
- You confirm that there is no litigation /conviction against you before any Court of law which involves any criminal offence or offences involving moral turpitude.
- You confirm that you have disclosed fully all of your business interests to the Company, filled and submitted the Company's standard disclosure form, whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and you or any immediate relatives.
- You undertake to refrain from any other activities which would present a conflict of interest with your training for and on behalf of the Company. You should make a full disclosure of any outside engagement/employment or business activities to your supervisor before commencing any such activity.
- You will be required to apply and maintain the highest standards of personal conduct and integrity and keep yourself informed and comply with all Company policies and procedures.
- You agree and hereby provide your consent to process including collecting, recording, storing, utilizing, sharing or transferring any Personal Identifiable Information (defined as information associated with your name or personal identity including your date of birth, address/e-mail address, telephone number, unique government issued number, passport details, driving license number) and any Sensitive Personal Data or Information (namely, password, financial information such as bank account, physical, physiological and mental health condition, sexual orientation, medical records and history, biometric information) which may be in the possession of the Company or obtained in future. Such information shall be processed by the Company strictly on a need to know basis and retained till required for business purposes including statutory requirements pertaining to compensation and benefits, and can be transferred, on a business need to Company's subsidiary / affiliated companies, business partners, consultants and its customers (where specifically requested) with obligations to maintain similar level of protection. You will have full rights to access and review your data, update it and the right to withdraw this consent, if necessary.

P. Rupesh 6/06/19

[2] "Intellectual Property Rights" means all right, title and interest to intellectual and industrial property rights recognized in any jurisdiction including any inventions, technical or business innovations, business methods or processes, (whether or not patentable), copyrights, neighbouring rights, mask work rights, moral rights, trademarks, trade names, service marks, domain names, industrial designs, trade secrets including any processes, techniques, technology, algorithms, software, know-how, methodology, toolkit, tools, module, manual, documentation, data or database and including any enhancement, improvement, modification, adaptation or derivative work thereof, whether registered or unregistered (including applications for, and registrations, extensions, renewals, and re-issuances of, the foregoing).

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Transformation Happens Here

- Your records and information will be kept secure and handled strictly in accordance with the Company's Data Classification Guidelines and Data Privacy Policy.
- The working hours, leave and holidays applicable to you will be as per the policies of the Company (and particular training) which would be intimated to you from time to time.
- You acknowledge that in the event of any misconduct or violation of the applicable policies, the Company can in its sole discretion, suspend the Apprentices Contract and your enrolment for the period the matter is referred to the authorities under the Act and the Rules.
- You shall not represent the Company before any other party and shall not bind the Company in any manner during your enrolment with the Company as apprentice. Pursuant to expiration or earlier termination of the Apprentices Contract, you agree not to represent yourself as having any connection with the Company, save as a former apprentice for the purpose of communicating with prospective employers or complying with any applicable statutory requirements.
- Upon expiration or earlier termination of the Apprentices Contract, for any reason whatsoever, or if so requested by the Company earlier, you will immediately return any and all property of the Company (including Confidential Information, as defined herein) which may be in your possession, custody or control.

FOR Genpact India Private Limited

Name: Ashish Kumar

Designation: MD

Acknowledged and agreed,

P Rupani 6/06/19

Name: P Rupani

Address:

COM- Professional
018-19

1117160 17020
2018-2019

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

B.COM
Prof

Ms. Seetharam Seetharam,
#4-48/8,
Muneerabad,
Hyderabad 501401.

Dear Seetharam,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

S. Yesumani

Seetharam Seetharam

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Details of Compensation

Name: Seetharam Seetharam
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

S. Yesumani

Seetharam Seetharam

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Seetharam Seetharam

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CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Seetharam Seetharam

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16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Seetharam Seetharam

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CIN: U72200TG2015PTC101168

Gmail

Priyanka Shanigarapu <priyankashanigarapu28@gmail.com>

B.Com. Prof 111716014022.
2018-2019
B.Com Prof.

HGS – Application for the position of Trainee Process

1 message

HGS Talent Acquisition <TalentAcquisition@teamhgs.com>
To: priyankashanigarapu28@gmail.com

Fri, May 31, 2019 at 2:17 PM

Welcome to HGS®

Hi Shani garapu Priyanka,

3.00 2PM

We are very excited to have you join HGS and congratulations again on securing the position, Trainee Process with HGS.

As part of the employee on-boarding we request you to update your profile in the career portal. This is a prerequisite before you join us on May 31, 2019 for the employee orientation.

To log in when visiting our career website http://ca.hgstalentspace.com/uat/ just click Login at the top of the page, and then enter your email address and password as indicated below.

Your login details are as follows :
Username: priyankashanigarapu28@gmail.com
Password: hire

Again, welcome to the team. If you have questions prior to your start date, please contact me at 9398810887 or priyankashanigarapu28@gmail.com. We look forward to having you on board.

Kind regards,
Shani garapu Priyanka
Recruitment Team – Hyderabad
Hinduja Global Solutions

One Team. One HGS

18-19
DCP

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Fwd: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
1 message

ashwin kumar <ashwinw757@gmail.com>
To: loyolaplacements <loyolaplacements@gmail.com>

Sat, Sep 28, 2019 at 11:57 AM

-------- Forwarded message --------
From: **Anushree Nandy** <anushree.nandy@fitkids.co.in>
Date: Tue 26 Feb, 2019, 11:44 AM
Subject: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: <ashwinw757@gmail.com>
Cc: loyolaplacements <loyolaplacements@gmail.com>, Monika Rathour <monika.rathour@fitkids.co.in>

Dear Ashwin,

We are pleased to offer you the position of **"Physical Education Specialist"** in our organisation.

Please find attached your offer letter.

On the date of joining you need to submit the following documents:

1. Passport size photographs 8 Nos.
2. ID proof 2 sets **(PAN CARD AND ADHAAR CARD ARE MANDATORY)**
3. Address proof 2 sets
4. Copy of Educational certificates 2 sets
5. Copy of experience/ relieving letter if, any 2 sets.
6. Any one original educational document.

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2.25

Best regards,
Anushree Nandy
Assistant Manager - Human Resources
FitKids Education & Training Pvt Ltd.
Web: www.Fitkids.co.in
Ph: 080 - 40579927
Mob: 09620193965

fitkids

****To be the Teacher, Partner and Employer of choice****

DISCLAIMER:

Information contained and transmitted in this e-mail including any attachment is proprietary to FitKids Education & Training Pvt. Ltd. (FitKids) and is intended solely for the addressee/s, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. Access to this e-mail and/or to the attachment by anyone else is unauthorized.

If this is a forwarded message, the content and the views expressed in this e-mail may not reflect those of FitKids.

If you are not the intended recipient, an agent of the intended recipient or a person responsible for delivering the information to the named recipient, you are notified that any use, distribution, transmission, printing, copying or dissemination of this information in any way or in any manner is strictly prohibited.

If you are not the intended recipient of this mail kindly delete from your system and inform the sender

3 attachments

CHECKLIST FOR JOINING (1) (2).doc
39K

Protection of Children from Sexual Offences Act, 2012 (POCSO) (2).ppt
703K

Offer Letter - Ashwin Kumar Waghmare - Hyderabad.pdf
295K

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

U ID:- 111716017027
2018-2019.
B.Com Profess.

26th February 2019

B.Com
Prof 2.1

Mr. B Pranay
C.No.: +91 8801020921

Dear Pranay,

We are pleased to offer you the position as described below with FitKids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of Offer of Appointment stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as **"Physical Education Specialist"**. **Your work location is Hyderabad.**

Your role will include the following responsibilities among others:

- Being responsible for delivering the Leapstart program in assigned schools
- Liaisoning with PE teachers and PE department in schools to deliver the Leapstart programs and ensure seamless and smooth delivery of the program in conjunction with the PE department
- Creating customized programs for each school based on their timetables and infrastructure
- Responsibility for maintenance and upkeep of all Leapstart equipment
- Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student
- Creating reports for parents, school management, and Leapstart management.
- Handling additional responsibilities of the school on behalf of Leapstart.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence from **May-June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Also annexed to this Appointment Letter is the explanation of benefits that you are entitled to avail and the terms and conditions of your employment. Kindly confirm your acceptance to the same by signing on this Letter of Appointment.

Enclosures: Annexure I: Explanation of Benefits & Schemes

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ANNEXURE I

EXPLANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:

The following is an explanation of the benefits currently made available to full time employees of the Company. The Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any of the benefits summarized below, either in whole or in part, at any time with or without prior notice or consent.

You will be paid an all-inclusive Cost to Company Yearly Compensation (CTC) of **Rs.2,11,152 Per annum. (Rs. Two Lakhs Eleven Thousand One Hundred and Fifty-Two Only).**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 6,767	₹ 81,204
HRA	₹ 1,822	₹ 21,865
Conveyance Allowance	₹ 911	₹ 10,933
Medical allowance	₹ 911	₹ 10,933
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
National Representation	₹ 1,553	₹ 18,636
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 921	₹ 11,052
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 711	₹ 8,530
Total CTC {A}	₹ 16,596	₹ 1,99,152
Retention Bonus {C}	₹ 1,000	₹ 12,000
Total CTC (A+B+C)	₹ 17,596	₹ 2,11,152

*Retention Bonus of 12,000/- will be paid on completion of 12 months of service from date of joining.This is a two-time payment to be paid bi-annually or even six months only for the first year upon completion which the amount will be added to existing CTC.

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

***Note- The organisation may change your job location owing to business requirements**

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This cost to company includes all the variables and benefits given to you, this will include **Base Salary + Variable Salary + Benefits**

Base Salary is divided into Basic + Dearness Allowance + HRA (House Rent Allowance) + Conveyance + Medical Allowance + Provident Fund + ESI.

Attendance Bonus and Statutory Bonus

Variable Allowance includes City Allowance + After School +School Head Displacement Allowance (This is a Dynamic component and will change with Location and any additional responsibilities).
After School Allowance – In case you are involved in "after school programs" for sports specialization for the program the pay-out is separate.

Benefits Pay includes Provident Fund, ESI and Gratuity. *Salary pay-out will happen on or before the 10th of every Month

Travel & Conveyance:

- Reimbursements for work related travel or courier expenditure accrued by you shall be made which are official expenses outside the normal scope of work. You will be required to retain all the invoices, vouchers etc. and submit the same to the accounts department in order to claim reimbursement.
- You shall be entitled to claim reimbursement at the end of each month before the 25th.
- Reimbursement of Travel expenditure to the work place from home, either to office or school is not allowed once the training period is complete. Travel to and from the training venue during the training period is not allowed for claims for both out station and in station candidates.

Training

- The Company will be providing you training from international experts and you will be required to participate in the training.
- We will provide adequate training for you to deliver the programmes effectively and you should be always available for the same.

Working Hours, Leaves & Holidays:

You will observe a six day working and working hours are as per the schedule of the company.
The Company provides paid leave in a calendar year. In addition to the Vacation leave of 15 Days per Calendar Year, the Company announces its Festival and National Festival holidays on a yearly basis. **A list of the Festival and National Festival holidays, 06 Sick Leaves, 04 Planned Leaves and 15 Vacation leaves will be made available to you.**

Sincerely,
for **FitKids Education and Training Pvt. Ltd**

Agreed and Accepted:

Authorised Signatory

Name and Signature.....

fitkids
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No.73/1, Millers Road, Near Vikram Hospital
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Bangalore 560052

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W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

ANNEXURE II

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT:

1. **Training**

1.1 The Company will be providing you training from experts and you will be required to participate in the training.

1.2 In case if you leave the job within Eleven Months from the date of joining, you will have to reimburse the Training Cost invested on you by the company. On signing this Appointment Letter, you shall hand over a Post Dated Cheque (PDC) for INR 30,000 (Thirty Thousand only) as security deposit. In the event of you leaving the Company prior to the Eleven month period, the Company shall be entitled to encash the PDC in order to reimburse the training cost incurred and invested by the Company. On completion of the Eleven month period, the PDC shall be returned to you to by the Company. The PDC shall not in any way prejudice the rights of the Company to prosecute/proceed against you for damages/loss incurred due to breach of any other terms of the Appointment Letter.

IMPORTANT NOTE:

You will undergo training for 4 weeks (1 week of classroom training & 3 weeks of on the job training) after your induction. You will undergo 2 assessments, the first one after the 1 week class room sessions and the final after 3 weeks of on-job-training. If you do not clear the final assessment, you will be relieved from the services of the organization with 3 days show cause notice.

2. **Accountability: As an employee of the Company you are expected to work with a high standard of initiative, efficiency and economy**. You are also required to adhere to all Company policies and procedures whether written or oral, and always act in the best interests of the Company.

3. **Reporting Structure:** As a PHYSICAL EDUCATION SPECIALIST, you shall report to your designated Head of Department/ Regional Manager. The Company reporting Structure will be made available to you on joining.

4. **Code of Conduct:**

4.1 The Company expects acceptable behaviour and conduct from you at all time and should not receive any complaints from PE departments of schools, school management or Students about your conduct.

4.2 You are expected to adhere to school timings – and be available over some weekends for trainings, review meetings with Leapstart management etc.

4.3 You will be required to adhere to rules of the school that you are assigned to at all times

4.4 You will be expected to maintain very high standards of professional behaviour and conduct.

4.5 Any transgression or contravention of these rules of conduct on your part will be thoroughly investigated and in the event that you are found responsible or guilty of misconduct, your service shall be terminated immediately.

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5. **Right to Information:** You will be obliged to keep the Company informed of any changes related to your personal particulars such as your address, contact details, if there are litigations pending against you then the nature of the litigation etc.

6. **Duty to abide by all Company Agreements:** All agreements, confidential and non-disclosure information, contracts, covenants and obligations entered into by the Company with any other person or entity would also be binding on you.

7. **Exclusivity:** During the term of your employment contract with the Company, you shall provide your services exclusively to the Company and no other person or entity.

8. **Duties & Responsibilities:** In addition to your key responsibilities as a Physical Education Specialist, you shall perform such tasks and duties as may be assigned to you from time to time. You shall at all times follow all of the Company's legal instructions and directions and shall abide by all its rules and procedures. You shall devote your full time, attention, skill and efforts to the tasks and duties assigned by the Company.

9. **Negative Obligations:**

9.1 You are not authorized to sign any contracts or other kinds of financial agreements nor commit the company financially in any agreement whatsoever, unless expressly authorized by the Company.

9.2 You may not sign appointment letters for members of your team or any other person who is in the employ of the Company. You may, however, refer potential recruits to your team or to the company at large to the human resources department of the Company who will evaluate the prospective candidate.

9.3 Any extraneous inquiries, negotiations and decisions not specifically pertaining to your responsibilities as outlined above should be referred to the HR department of the company.

10. **Remuneration:**

10.1 Your remuneration shall be subject to review as the Company may decide, after reviewing your performance as per its established practices.

10.2 Increments to be paid to you and any other remuneration that may be paid to you for services rendered, or to be rendered, (whether by way of any incentive payment, or any other form of additional compensation) shall rest in the sole discretion of the Company.

10.3 Details of your remuneration are confidential and you may discuss queries if any, only with the person designated for the same.

10.4 In addition to your remuneration you shall be entitled to the benefits that are detailed in

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

Annexure I.

11. **Confidential Information:** You will be required to sign a separate agreement (Non-Disclosure Agreement) that details your obligations under this clause more elaborately.

12. **Intellectual Property:** You understand and accept that you shall promptly and fully disclose to the Company all inventions, discoveries and improvements (whether patentable or not) which have been or may be conceived or made by you, solely or jointly with others, during the term of your employment with the Company, from the beginning until termination:
(i) which are along the lines of or relate to the business, work or investigations (including but not limited to, projects, processes, concepts, specifications, drawings, records, documentation, systems, techniques, computer software, programs, facilities, equipment and devices) of the Company or of any company which at the time of such inventions, improvements or discoveries it owns or controls.
(ii) Which result from or arises out of any work which you may do for or on behalf of the Company (collectively the "Company Materials"). All of such Company Materials shall be the sole and exclusive property of the Company, and you hereby assign to the Company all of your rights and interest therein.

13. **Termination of Services:**

13.1 The Company reserves the right to terminate your employment without giving any notice during the probationary period, and one month's notice after confirmation. Further the Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any reason thereof on payment of salary in lieu of notice. If you decide to resign from the Company you may do so only after providing 60 days' prior notice in writing to the Company

13.2 During notice period time, you will ensure that all the assigned work has been completed / handed over to the satisfaction of the Company before you are relieved. The decision on the date on which you will be relieved rests solely with Company. In case you terminate your employment before the expiry of the period of the contract, you will be expected to seek and source another individual to provide the services you rendered to the Company.

13.3 The Company reserves the right to terminate your services without notice for any of the reasons stated below after giving you a 3-day show cause notice:

a. Breach of Company's standards with respect to integrity, ethics, honesty, sincerity and loss of confidence.
b. Failure to follow the Company's rules and regulations.
c. Any false or misrepresented information or any wilfully suppressed material information.
d. Guilty in respect of moral turpitude or of dishonesty in dealing with Company's material, documents or theft or misappropriation regardless of the value involved.
e. Over staying leave.
f. Gross negligence or carelessness or inefficiency in performing your duties.
g. Inefficiency and carelessness or misconduct, or actions against the interest of the company wilfully or due to negligence, oversight or ignorance of the Company's policies and procedures.
h. Being sick leading to an inability to perform duties adequately.

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No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

14. **Liabilities and Outstanding on termination:** On termination from the Company, you are required to settle all your outstanding dues with the Company.

15. **Non-Competition:** You agree that you shall not, until the expiration of one year after the termination of your employment with the Company, engage, directly or indirectly, or through any corporations or associates in any business, enterprise or employment which is directly competitive with the Company. You further agree that you shall not either directly or indirectly solicit business or accept employment from any previous, current or potential client or customer of the Company, with whom the Company has been, is or would be associated with in any manner. This is irrespective of your dealings / non-dealings with the client or customer during your employment with the Company.

16. **Non-solicitation of employees:** You agree that for a period of one year after your termination of employment relationship with the Company, you will not directly or indirectly entice, encourage or otherwise ask current Company employees to leave their current employment to work with or for another business that does or does not compete with the Company.

17. **Return of Material:** On termination of your employment with the Company, for whatever reason, you will be required to immediately return to the Company, all Company Materials and all other material/property belonging to the Company or any of its customers in your possession. You will not make copies of the material in your possession and continue to keep all Proprietary Information in strictest confidence.

18. **Arbitration:** You agree that any dispute or controversy arising out of or relating to any interpretation, construction, performance or breach of this Contract, shall be settled by arbitration in accordance with the provision of the Indian Arbitration and Conciliation Act of 1996 or its statutory modifications thereof and the matter will be referred to Ms. Jayna Kothari of Ashira Law at 50/6, Palace Road, Bangalore- 560 052, whose will be binding on both parties.

19. **Company Rights:** The Company reserves the right to add to, amend, alter, revoke, modify, interpret or vary any or all the above clauses as per specific requirements.

20. **Verifications:**
Keeping standard of compliance, morale, policies and ethics in mind and living up-to our quality policies and expectations of our customers, partners and most importantly ours; we would be verifying your credentials as part of our compliance and audit policies. The HR would contact you to collect the necessary details and documents. You agree to share details on your Address, Education Qualification, Medical History, Criminal Check (if any) and Previous Employments with the Human Resource Department and Third Party Verification agency. You further agree to handover to the Company all original certificates pertaining to your education qualification. The original certificates shall be returned to you within on termination of your services with the Company. Further, you are expected to initiate the process of gaining a Police Clearance Certificate prior to your Date of Joining and sharing the final certificate with the Company upon completion of the process.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

21. Signatures:

Please accept by signing and dating each page. These will be kept for our records, and a copy will be provided to you on your first day of work.

for **FitKids Education and Training Pvt. Ltd**

Agreed and Accepted:

Name and Signature.....

Authorised Signatory

Gait DiscoverEd AssessEd EUREKA!

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Fwd: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)

1 message

Sardar Guru Joth Singh <sardarguru.jothsinghji@gmail.com> Sat, Jun 29, 2019 at 1:50 PM
To: loyolaplacements@gmail.com

111716017032
B.Com Adv
2018-2019
2.25 LPA

---------- Forwarded message ---------
From: **Sardar Guru Joth Singh** <sardarguru.jothsinghji@gmail.com>
Date: Tue 26 Feb, 2019, 11:51 PM
Subject: Re: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: Anushree Nandy <anushree.nandy@fitkids.co.in>
Cc: <loyolaplacements@gmail.com>, Monika Rathour <monika.rathour@fitkids.co.in>

I acknowledge the offer letter.

On Tue 26 Feb, 2019, 11:51 AM Anushree Nandy, <anushree.nandy@fitkids.co.in> wrote:

Dear Guru Joth Singh,

We are pleased to offer you the position of **"Physical Education Specialist"** in our organisation.

Please find attached your offer letter.

On the date of joining you need to submit the following documents:

1. Passport size photographs 8 Nos.
2. ID proof 2 sets (**PAN CARD AND ADHAAR CARD ARE MANDATORY**)
3. Address proof 2 sets
4. Copy of Educational certificates 2 sets
5. Copy of experience/ relieving letter if, any 2 sets.
6. Any one original educational document.

Best regards,
Anushree Nandy
Assistant Manager - Human Resources
FitKids Education & Training Pvt Ltd.
Web: www.Fitkids.co.in
Ph: 080 - 40579927
Mob: 09620193965

fitkids

****To be the Teacher, Partner and Employer of choice****

DISCLAIMER:

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If this is a forwarded message, the content and the views expressed in this e-mail may not reflect those of FitKids.

18-19.
DCP

To: Anushree Nandy <anushree.nandy@fitkids.co.in>
Cc: loyolaplacements <loyolaplacements@gmail.com>, Monika Rathour <monika.rathour@fitkids.co.in>

I accept the offer.
I acknowledge your offer letter.

On ~~Tue 26 Feb, 2019~~, 11:46 AM Anushree Nandy, <anushree.nandy@fitkids.co.in> wrote:
Dear Krishan,

We are pleased to offer you the position of **"Physical Education Specialist"** in our organisation.

Please find attached your offer letter.

On the date of joining you need to submit the following documents:

1. Passport size photographs 8 Nos.
2. ID proof 2 sets (**PAN CARD AND ADHAAR CARD ARE MANDATORY**)
3. Address proof 2 sets
4. Copy of Educational certificates 2 sets
5. Copy of experience/ relieving letter if, any 2 sets.
6. Any one original educational document.

UID 111716017035
2018-2019.
B.Com Adv

2.25

Best regards,
Anushree Nandy
Assistant Manager - Human Resources
FitKids Education & Training Pvt Ltd.
Web: www.Fitkids.co.in
Ph: 080 - 40579927
Mob: 09620193965

fitkids

****To be the Teacher, Partner and Employer of choice****

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If this is a forwarded message, the content and the views expressed in this e-mail may not reflect those of FitKids.

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If you are not the intended recipient of this mail kindly delete from your system and inform the sender

Pranay Ronaldo <sonapranay7717@gmail.com>
To: loyolaplacements@gmail.com

Mon, Jul 1, 2019 at 11:48 AM

---------- Forwarded message ---------
From: **Anushree Nandy** <anushree.nandy@fitkids.co.in>
Date: Tue, Feb 26, 2019, 11:41 AM
Subject: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: <sonapranay7717@gmail.com>
Cc: loyolaplacements <loyolaplacements@gmail.com>, Monika Rathour <monika.rathour@fitkids.co.in>

Dear Pranay,

We are pleased to offer you the position of **"Physical Education Specialist"** in our organisation.

Please find attached your offer letter.

On the date of joining you need to submit the following documents:

1. Passport size photographs 8 Nos.
2. ID proof 2 sets (**PAN CARD AND ADHAAR CARD ARE MANDATORY**)
3. Address proof 2 sets
4. Copy of Educational certificates 2 sets
5. Copy of experience/ relieving letter if, any 2 sets.
6. Any one original educational document.

offer in file
111716017027

Best regards,
Anushree Nandy
Assistant Manager - Human Resources
FitKids Education & Training Pvt Ltd.
Web: www.Fitkids.co.in
Ph: 080 - 40579927
Mob: 09620193965

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Fwd: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)

4 messages

Sardar Guru Joth Singh <sardarguru.jothsinghji@gmail.com>
To: loyolaplacements@gmail.com

Sat, Jun 29, 2019 at 1:50 PM

---------- Forwarded message ---------
From: **Sardar Guru Joth Singh** <sardarguru.jothsinghji@gmail.com>
Date: Tue 26 Feb, 2019, 11:51 PM
Subject: Re: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: Anushree Nandy <anushree.nandy@fitkids.co.in>
Cc: <loyolaplacements@gmail.com>, Monika Rathour <monika.rathour@fitkids.co.in>

I acknowledge the offer letter.

On Tue 26 Feb, 2019, 11:51 AM Anushree Nandy, <anushree.nandy@fitkids.co.in> wrote:

Dear Guru Joth Singh,

We are pleased to offer you the position of **"Physical Education Specialist"** in our organisation.

Please find attached your offer letter.

On the date of joining you need to submit the following documents:

1. Passport size photographs 8 Nos.
2. ID proof 2 sets (**PAN CARD AND ADHAAR CARD ARE MANDATORY**)
3. Address proof 2 sets
4. Copy of Educational certificates 2 sets
5. Copy of experience/ relieving letter if, any 2 sets.
6. Any one original educational document.

Best regards,
Anushree Nandy
Assistant Manager - Human Resources
FitKids Education & Training Pvt Ltd.
Web: www.Fitkids.co.in
Ph: 080 - 40579927
Mob: 09620193965

fitkids

****To be the Teacher, Partner and Employer of choice****

DISCLAIMER:

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If you are not the intended recipient of this mail kindly delete from your system and inform the sender

---

Krishan Kumar <krishankumar.apple@gmail.com>
To: Loyolaplacements@gmail.com

Sat, Jun 29, 2019 at 1:52 PM

---------- Forwarded message ---------
From: **Krishan Kumar** <krishankumar884737@gmail.com>
Date: Mon, 15 Apr, 2019, 5:25 PM
Subject: Fwd: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: <Krishankumar.apple@gmail.com>

---------- Forwarded message ---------
From: **Krishan Kumar** <krishankumar884737@gmail.com>
Date: Mon, 15 Apr, 2019, 5:23 PM
Subject: Fwd: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)
To: <Krishankumar737488@gmail.com>

---------- Forwarded message ---------
From: **Krishan Kumar** <krishankumar884737@gmail.com>
Date: Wed, 27 Feb, 2019, 5:44 PM
Subject: Re: Offer Letter - Fitkids Education And Training Private Limited (Leapstart)

111716017032
2018-2019.
B.Com Adv.
2.25

VID- 111716017039
2018-2019BCom
Prof

ZACK
a vision of excellenc

Dear **Murtuza Culcutta Wala**

On Behalf of Zack IT Solutions Pvt. Ltd., I am very pleased to offer you the position of **Analyst-Hel Desk** in our organization.

Your joining date will be May 03, 2019.
You will be initially working for C3I Support Services Pvt Ltd.

On the First day of the employment please report to:

HR Department
C3I Support Services Pvt Ltd
2nd Floor, Orion Building,
Plot # 17, Software Units Layout,
Madhapur, Hyderabad- 500081.
If problem in finding address contact Zack

Your Salary compensation and other details are listed in the Appointment letter attached to thi letter.
Please indicate your acceptance to the Appointment Letter by signing and returning it within thre days from the date of this letter to the following address along with the details mentioned i appointment letter(Clause:11)
Please retain the second copy for your records.
Zack IT Solutions Pvt. Ltd.
#79, Phase1, Kavuri Hills,
Madhapur, Hyderabad
I look forward to welcoming you in our organization
Should you need any further clarifications, please feel free to contact me.

Thanks&Regards

ZACK IT SOLUTIONS PVT. LTD. HYD'BAD

Dheeraj.B
Zack IT Solutions Pvt. Ltd.
Ph: +91 40 40032977 Cell: +91 9989119191

ITZ/2019-20/05/04

May 03, 2019

Murtuza Culcutta Wala
Hyderabad

Dear **Murtuza Culcutta Wala**,

With reference to your application and subsequent discussions/interview you had with us, we are please to appoint you for the position of **"Analyst-Help Desk"** in our Company on the following
Terms and conditions:

1. Date of Appointment
Your appointment is effective from the date of joining which shall be not later than **May 03, 2019.**

2. Salary (on a cost to the Company basis)
Your CTC will be **Rs. 2,50,000/- per annum** which will be paid by 7th of every month.

3. Contract Period
Initially the contractual period will be for Six months from the date of joining. The Contract period will b extended based on the performance and the requirement of the company. During your contract you wi not be entitled to leave with pay, or to other privileges or benefits or any other payments, which may b allowable to the company's permanents staff

4. Other Work
This is a contract employment with the Company and you shall devote yourself exclusively to the busines of the Company.

5. Responsibilities
In view of the trust and confidence reposed in you, you must effectively perform to ensure results and yo will be expected to work extra hours to achieve the set targets, whenever the job so requires.

6. Confidential Information
You will not at any time without the consent of the Functional Head or any other nominate representative of the Company, disclose or divulge or make public except on legal obligations an information regarding the company's affairs or administration or research carried out whether the sam may be confined to you or become known to you in the course of your service or otherwise.

7. Conflict of Interest
It is intended to avoid conflict between your interest as an employee, and the interest of the Company i dealing with suppliers, customers and all other organizations or individuals doing or seeking to do busines with the Company. Further, if any 'Conflict of Interest' do arise in future, you will promptly report the sam to the management immediately.

ZACK
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8. Past Record

In the event, during your tenure of service at any time, it is found or revealed that any declarations give or furnished by you to the Company prove to be false or if you are found to have willfully suppressed an material information, in such a case, you are liable for removal from service at any time without any notic or compensation in lieu of the notice period.

9. Notice Period

This contract of employment is terminable by either party giving One-month notice. The company reserve the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion reliev an employee from such date as it may deem fit even before the expiry of the notice period withou compensation for the remaining period and is not bound to given any reason thereof if such termination for ethical/moral grounds.

10. On Separation

On termination of this contract, you will immediately handover before you are relieved a correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawing effects or records etc., belonging to the Company or relating to its business and shall not make or retai any copies of these items.

11. Submission of Certificates and Photographs

At the time of joining, you are requested to submit all educational certificates (including all semester/yea mark cards from 10th class onwards), relieving letter, experience letter, last pay slip, four passport siz color photographs of you.

Please confirm your acknowledgement for acceptance of the above terms and conditions mentioned i this letter by signing a copy of this letter.

Wish you all the best and welcoming you to Zack IT Solutions Pvt. Ltd!

Yours truly,

For Zack IT Solutions Pvt. Ltd,

ZACK IT SOLUTIONS PVT. LTD. HYD'BAD

Authorized Signature

'I agree to accept employment on the terms and conditions mentioned in the above letter. I shall b reporting for duty on _____.'

Name: **Murtuza Culcutta Wala** Signature: _____

Zack IT Solutions Pvt. Ltd.
Plot#79, Phase 1, Kavuri Hills, Madhapur, Hyderabad, Telangana-500 081, India.
Email: info@itzack.com I Website: www.itzack.com I Voice: +91 40 **40032977,** +91 9989119191

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KCM Supply Chain Solution Pvt. Ltd.

B.com
Pass

Mr. Lokesh Goud

10th May, 2019

STRICTLY PRIVATE & CONFIDENTIAL

OFFER LETTER

Based on the interactions with you, we are pleased to offer you the position of **Executive** at **KCM Supply Chain Solution Pvt. Ltd.** (hereinafter referred to as **" KCM Supply Chain Solution Pvt. Ltd."** or the **"Company"**).
The key terms & conditions are given below:

1. **Offer Acceptance, Reporting & Joining date**
   Upon your acceptance of the terms hereof, the effective date of joining will be **15th May, 2019,** Upon joining you shall act as **Supervisor,** Please go through the offer letter and provide your acceptance within **2 days** from receipt, failing which the offer will be deemed to be considered **withdrawn**.
2. **Place of Work**
   Your initial place of posting will be in **Hyderabad.** However, you may be posted/ transferred to any other place or offices of the Company or its affiliates, as the Company may, from time to time, deem necessary.
3. **Remuneration**
   Details of your remuneration are mentioned in the **ANNEXURE 1** of this offer letter. The Company shall make deductions and withholdings of tax or otherwise as may be mandated or required under applicable law from the remuneration.
4. **Background Verification Process**
   As a process, each and every employee has to go through the standard Background verification and reference check process, in case of any gap/s found at any point of time, your employment will be terminated with immediate effect due to the Background verification failure.

Yours sincerely,
KCM Supply Chain Solution Pvt. Ltd.

Bangalore
560 036.

Y Gangadhar Reddy
Director

I **Lokesh Goud,** have read and understood the terms and conditions stated herein and confirmed my acceptance of the offer and its conditions. I also confirm that I have not been convicted of any offence or crime punishable by law.

Signature_____

Date _____

KCM Supply Chain Solution Pvt. Ltd.

ANNEXURE 1

ANNUAL COMPENSATION BREAK UP

Full Name	**: Lokesh Goud**
Employee ID	**: KCM19033**
Designation	**: Executive**
Department	**: Logistics**
Location	**: Hyderabad**

You will be entitled for a **CTC of Rupees ₹ 216000 only per annum.**

Salary shall be payable pro-rata on 5th of each month after deducting applicable tax and other statutory deductions at source.

You will be on probation for a period of **3 months** from the date of your appointment and this period may be extended, if considered necessary in this post, only if you are intimatedto that effect in writing;

Either party may terminate your employment by giving the other party an advance notice **1 month** after probation period, which termination shall take effect only upon expiry of the aforesaid notice period, unless otherwise directed by the Company.

As an acknowledgement, please sign the duplicate copy of this letter.

For KCM Supply Chain Solutions Pvt. Ltd.

Bangalore 560 036.

Y Gangadhar Reddy
Director

AGREED, UNDERSTOOD AND ACCEPTED

KCM Supply Chain Solution Pvt. Ltd.

SALARY BREAK – UP

Full Name	**: Lokesh Goud**
Employee ID	**: KCM19033**
Designation	**: Executive**
Department	**: Logistics**
Location	**: Hyderabad**

Earnings	Monthly	Deductions	Total
Basic	7200	Professional Tax	200
HRA	3600	TDS	0
Conveyance Allowance	1440	Others	0
Medical Allowance	1800		
LTA	1500		
CCA	2460		
Gross Earning	18000	Gross Deduction	200
Net Salary Payable	17800		
Net Salary Payable in words (Seventeen Thousand Eight Hundred Only)			

AGREED, UNDERSTOOD AND ACCEPTED

_____

_____

ite #47/1, 2nd Floor, Canara Bank Building, Old Madras Road, K R Puram, Bangalore - 36.
Email: anand.n@kcmlogistics.in / Website: www.kcmlogistics.in

SYKES®

B.com Adv. Sales & Promotion.

SYKES BUSINESS SERVICES OF INDIA PRIVATE LIMITED
6th Floor, Building No.12B, Mindspace
K.Raheja IT Park, Madhapur
Hyderabad - 500 081. Telangana, INDIA
Tel : +91-40-4223 5555
www.sykes.com

1117160 17049

2018 2019

Dated 29th May 2019

To,
M Rahul,
Hyderabad.

Dear Rahul,

We welcome you to **SYKES Business Services of India Private Limited!**

We take pleasure in offering you appointment in our organization with following terms and conditions.

1. **Appointment**
   We are pleased to appoint you as **Customer Service Representative** at Hyderabad. Your date of joining with the company is **30th May 2019**.

2. **Service Rules**
   Your services will be governed by the rules and regulations of the Company. You will be bound by all rules, regulations, policies, and orders promulgated by the Company from time to time in relation to conduct, discipline, punctuality, leave, medical, retirement, and any other matters which form part of this contract of employment. However, some of the terms of immediate relevance are specifically mentioned herein for your benefit.

3. **Job Assignment / Reporting**
   In your assignment, you will be responsible for carrying out Process Executive functions / duties. You will report directly to the concerned Team Leader/Supervisor / Manager of the Department.

4. **Probation**
   You will be on probation for a period of six months from the date of your appointment, where after, if your services are found satisfactory, you will be confirmed. The confirmation of your services shall be conveyed to you by the Company in writing. The Company reserves the right to reduce/dispense with or extend your probation period at its absolute discretion. Unless confirmed in writing, you will deem to be a probationer.

5. **Duties/ Responsibilities**
   a) You will apply yourself diligently and faithfully to the work that may be assigned to you from time to time and will conform to such directions that shall be given to you from your supervisors.
   b) You will have the responsibility for efficient, satisfactory and economic operation in the areas of responsibility that may be assigned to you from time to time. It is the intention on the Company that every employee of the Company takes upon him / her certain degree of responsibility and is accountable for the work undertaken by him/her.
   c) The Management may place you on any assignment in any unit / department / associate concern of the company in or out of Hyderabad, as it may consider necessary in its absolute discretion from time to time, subject to the provision that your remuneration and other facilities will not be adversely affected.

SYKES®

SYKES BUSINESS SERVICES OF INDIA PRIVATE LIMITED
6th Floor, Building No.12B, Mindspace
K.Raheja IT Park, Madhapur
Hyderabad - 500 081. Telangana, INDIA
Tel : +91-40-4223 5555
www.sykes.com

d) Company personnel are whole time employees of the company and they should not have any other employment or hold any other honorary office during the tenure of such employment. The management may, on a specific application made by an employee, permit holding honorary positions/office on a case to case basis.

6. Secrecy

a) Employees of the company should be fully aware of the sensitive nature of their assignment and should not divulge to any person, except with the specific authority of the Management, any information regarding the company's operations or that of any of its clients. Every employee is authorized to disclose or provide the necessary information pertaining to a particular client only to the concerned official representing the said client.

b) No documents or stationery or any other matter should be handed over to any person without the specific written approval of the competent authority.

7. Compensation

Your CTC (Cost to Company) is **INR 2,00,747/-** and the break-up of the same is given below:

CTC Break-Up		
Salary Components	**Annually**	**Monthly**
Basic Salary	144000	12000
Transport Allowance	17400	1450
GROSS SALARY	**161400**	**13450**
Employer Contributions		
EPF	17280	1440
ESI	7667	639
Food Provision	14400	1200
Total CTC (Cost to Company)	**200747**	**16729**

* Provident Fund is calculated at 12% of Basic Salary for Employer and 12% of Basic Salary for Employee. Employee PF is deducted from Gross Salary.

** ESI is calculated at 4.75% of Gross Salary for Employer and 1.75% of Gross Salary for Employee. Employee ESI is deducted from Gross Salary.

*** Incentives shall be paid every month based on performance of the employee and as per company's incentive guidelines.

**** Employees must be in attendance for a minimum of 7 working days concurrently, failing which, you will be terminated and salaries will not be paid out.

8. Confidentiality

SYKES®

SYKES BUSINESS SERVICES OF INDIA PRIVATE LIMITED
6th Floor, Building No.12B, Mindspace
K.Raheja IT Park, Madhapur
Hyderabad - 500 081. Telangana, INDIA
Tel +91 40-4223 5555
www.sykes.com

at you are being hired in a position of trust and confidence with SYKES and that SYKES needs to protect the Confidential Information relating to its business.

a) Employees of the Company should be fully aware of the sensitive nature of their assignment and should not divulge to any person, except with the specific authority of the Management, any information regarding the Company's operations or that of any of its clients.
b) Every employee is authorized to disclose or provide the necessary information pertaining to a particular client only to the concerned official representing the said client.
c) No documents or stationery or any other material should be handed over to any person without the specific written approval of the Management. All documents personally handed over would be entered in the dispatch register prior to handing over the same.

9. "Confidential Information" shall include all:

i. Production processes, marketing techniques and arrangements, mailing lists, purchasing information, pricing policies, quoting procedures, financial information, customer and prospect names & requirements, employee, customer, supplier and distributor data and other materials or information relating to SYKES business and activities and the manner in which SYKES does business;
ii. Discoveries, concepts and ideas including, without limitation, the nature and results of research and development activities, process, formulas, inventions, computer-related equipment or technology, techniques, know-how, designs, drawings and specifications;
iii. All other materials or information related to the business or activities of SYKES which are not generally known to others engaged in similar business or activities;
iv. All ideas which are derived from or related to your access to or knowledge of any of the above enumerated materials and information and;
v. All information about or belonging to suppliers and clients of, and all parties to any agreement with SYKES which would be confidential and any information pursuant to the above definition if such other parties are in the position of SYKES or which SYKES has agreed to treat as confidential.

10. Non-Competition & Non-Solicitation

During your employment and for a period of 1-year (One Year) from the cessation of your employment with SYKES (irrespective of the circumstances of, or the reasons for, the cessation) you agree not to -

a) Directly or indirectly, either alone or as a partner, independent contractor, agent, principal, consultant, officer, director or employee or engage in any capacity whatsoever with any of our client organizations, any firm or entity, engaged in any commercial activity in competition with any part of SYKES business as conducted during the term of this Agreement or as of the date of such termination of employment.
b) Solicit, induce or encourage any employee of SYKES (or any person who had been an SYKES employee within six months of such solicitation, etc. to terminate their employment with SYKES or to accept employment with any other entity).

c) Solicit, induce or encourage any existing employee to become associated with or perform services of any type for any third party.

SYKES®

SYKES BUSINESS SERVICES OF INDIA PRIVATE LIMITED
6th Floor, Building No.12B, Mindspace
K.Raheja IT Park, Madhapur
Hyderabad - 500 081. Telangana, INDIA
Tel : +91 40-4223 5555
www.sykes.com

promises you have made in this agreement are reasonable with respect to their duration, geographical area and proscription. In the event of your actual or threatened breach of the provisions of this section, SYKES shall have the right to obtain injunctive relief and/or specific performance and to seek any other remedy available to SYKES.

11. Survival

Sections 06, 08, and 10 of this Agreement shall survive termination of your employment.

12. Jurisdiction

This agreement shall be construed and enforced in accordance with the laws of India and any action brought hereunder shall be brought in the Courts situated at Secunderabad/Hyderabad.

13. Termination of Service

The appointment is terminable either side, by giving **One month notice**. Any employee not adhering to this standard will not receive a relieving letter. Employee's that have not been confirmed and are still probationary are required to give **One month notice**.

14. General

a) The company will deduct Taxes payments as appropriate and consistent with the Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

b) 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 intemperate, commit any 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 to deduct from your salary or other emoluments, if any, then due to you, the amount of any damage the company may have sustained.

c) You may be required to undertake travel on Company's work as and when required. In case of travel on Company business, you are entitled to such travel expenses/allowance as may be in force from time to time.

d) In case of any change in your residential address during the pendency of your employment with the Company, it shall be your duty to intimate the same to the Company in writing within three days from the date of change of address. All communications mailed to you by the Company to the last address given by you shall be deemed to have been received by you.

e) Upon termination/resignation of your employment, you will return to the Company all papers/documents and/or other properties, which may be in your possession at the time relating to the business of the Company and will not retain any copies of extracts.

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hat our offer is subject to references provided by you being satisfactory and you're being found medically fit as declared by you.

(i) You shall produce the following documents on or before joining.

a. Copy of Appointment letter & Relieving Letter from previous employer (if applicable)
b. Copy of the last pay slip drawn
c. Form 16(1) (pertaining to TDS) from the previous employer
d. PF Membership No. (if already a member)
   - Name & Address of the PF Trust or Regional Provident Fund Commissioner of your state
   - Location & Address where the Transfer request need to be sent
e. Certificate in support of your academic/professional qualifications
f. Proof of Age / Birth certificate / School Leaving Certificate
g. Six recent passport size colour photograph and one colour stamp sized photograph
h. Company PPF form duly filled in.
i. Photocopy of VALID PASSPORT
j. Proof of Identity (Copy of Passport / Driving License / Voters ID Card / College Exam Admit Card)
k. Photocopy of the appointment letter duly acknowledged.
l. Information on your Blood Group.
m. Physical fitness certificate from a registered practitioner not less qualified than MBBS.

The terms of your employment contract detailed above are strictly confidential and shall be treated as privileged, information between yourself and the company. You are expected to maintain such information appropriately.

We welcome you to our Organization and wish you a long, happy and rewarding career with us.

Yours Faithfully,

For **SYKES Business Services of India Private Limited**

Gaddigopula Mahendra
Associate Director - Human Resources

Acceptance

I accept the Terms & Conditions of Appointment as out lined above.

Name: Signature:

111716019004

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

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Gen 2.4

26th February 2019

Ms. B. Sharon Enzelita
C.No.: +91 7306740350

Dear Sharon,

We are pleased to offer you the position as described below with FitKids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of Offer of Appointment stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as **"Physical Education Specialist"**. **Your work location is Hyderabad.**

Your role will include the following responsibilities among others:

- Being responsible for delivering the Leapstart program in assigned schools
- Liaisoning with PE teachers and PE department in schools to deliver the Leapstart programs and ensure seamless and smooth delivery of the program in conjunction with the PE department
- Creating customized programs for each school based on their timetables and infrastructure
- Responsibility for maintenance and upkeep of all Leapstart equipment
- Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student
- Creating reports for parents, school management, and Leapstart management.
- Handling additional responsibilities of the school on behalf of Leapstart.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence from **May-June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Also annexed to this Appointment Letter is the explanation of benefits that you are entitled to avail and the terms and conditions of your employment. Kindly confirm your acceptance to the same by signing on this Letter of Appointment.

Enclosures: Annexure I: Explanation of Benefits & Schemes

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IKS HEALTH

Date: 21st Nov, 18
Location: Hyderabad

Dear Divya

Sub: Letter Of Intent.

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of **Revenue Cycle Officer** commencing from June 19 or earlier.

On joining, your annual remuneration will be **INR 3,50,000/-** please refer to Annexure I (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of **Six Months** from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. 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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.
An appointment letter will be issued to you on reporting to work.
At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.
Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the offer.

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best
Thanking you,
For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE
I accept the above offer on the terms indicated.

Date

Candidate Signature

Annexure I

SR. NO.	COMPONENTS OF PAY	PER MONTH	PER ANNUM
A	**MONTHLY ALLOWANCES / REIMBURSEMENTS**		
	Basic	9,500	114,000
	HRA	4,750	57,000
	Statutory Bonus	700	8,400
	Special Allowance	8,238	98,857
	Conveyance Allowance	1,600	19,200
	TOTAL A	**24,788**	**297,457**
B	**ANNUAL ALLOWANCES / REIMBURSEMENTS**		
	Leave Travel Allowance	792	9,500
	Lunch Allowance/ Food coupons	500	6,000
	Medical Allowance	1,250	15,000
	TOTAL B	**2,542**	**30,500**
C	**RETIRALS & BENEFITS**		
	PF (12% OF BASIC)	1,140	13,680
	GRATUITY	457	5,483
	INSURANCE (Medical/Accident/Life) - Self	240	2,880
	ESIC	0	0
	TOTAL C	**1,837**	**22,043**
D	**TOTAL CTC (A + B + C)**	**29,167**	**350,000**

Additional Benefits & Notes

Insurance Premium coverage:

1) Hospitalization Medical Insurance for an insured sum of Rs. 1.5 lakhs

2) Accident Insurance cover for self upto Rs. 3 lacs

3) Life Insurance for self only at an insured sum of Rs.10 lacs.

Insurance is subject to change as per company Policy

VIP is payable as per the prevalent policy

Transport facility for night shifts as per policy

Night shift is payable subject to you working in shifts starting after 5 pm IST

Please note that the additional PF amount equal to the company contribution will be contributed by the employee into his/her account

Gratuity is payable in accordance with the provisions of the Payment of Gratuity Act, 1972

Thanking you,

For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE

I accept the above offer on the terms indicated.

Candidate Signature **Date**

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Gmail

Loyola Academy <loyolaplacements@gmail.com>

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Fwd: Re: Welcome to Decathlon Sports India

1 message

Dipika Kuncharam <dipikakuncharam3@gmail.com> Mon, Feb 25, 2019 at 2:04 PM
To: "loyolaplacements@gmail.com" <loyolaplacements@gmail.com>

---------- Forwarded message ---------
From: **Dipika Kuncharam** <dipikakuncharam3@gmail.com>
Date: Wed, 13 Feb 2019 at 7:22 PM
Subject: Fwd: Re: Welcome to Decathlon Sports India
To: <hema777Vj@gmail.com>

---------- Forwarded message ---------
From: "Dipika Kuncharam" <dipikakuncharam3@gmail.com>
Date: 12 Feb 2019 18:35
Subject: Re: Welcome to Decathlon Sports India
To: "Rahul SHENOY -HYDER1059-" <rahul.shenoy@decathlon.com>
Cc:

Thank you ... sir .. I have no objection. I am ready to join with the decathlon team

On 12 Feb 2019 18:19, "Rahul SHENOY -HYDER1059-" <rahul.shenoy@decathlon.com> wrote:

> Hello Dipika,
>
> Find below your offer letter.
> Please go through the same & do get back to me if you have any queries.
> The offer letter is valid for 48 hours for the time of receipt. Please confirm by reverting to this mail if you wish to take this forward.
> Congratulations once again :)
>
> Sportingly,
>
> RAHUL SHENOY
> Decathlon Atrium Mall
> Hyderabad
> +91 8095050474
>
> On Tue, Feb 12, 2019 at 6:16 PM Hu-mine <humine.payroll@decathlon.com> wrote:
>
> > Dear Dipika,
> >
> > I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

I will be your coach and guide you when necessary right from DAY ONE to help you grow and succeed in your professional project.

Please do not forget to provide the following documents at the time of your arrival as these are mandatory to issue your appointment letter

- Valid Aadhaar Card (with Father Name , Date, Month & Year of Birth all details has be in Aadhaar)

- Photograph

- PAN Card(Only For Permanent Employement on Full Time Contract)

- Cancelled Cheque /passbook with valid account number & IFSC of Self / Your's
- Highest Degree certificate photocopy
- Scanned copy of any valid present address proof (electricity bill, Post Paid Mobile Bill, Landline Bill, rental agreement)
- Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal)

I wish you good luck for your Decathlon journey.

Sportingly,

RAHUL SHENOY

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

Ms. Simran Jeet Kaur Chawla
Flat No: 203 Sri Sai Prashanthi Arcade
Venkatapuram, Alwal,
Secunderabad - 500015

Subject: Offer of Employment

Dear Simran Jeet Kaur Chawla:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

is offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and ntellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Simran Jeet Kaur Chawla, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Anuradha Panday
22BCAE6A5F3E4BF...

Authorized Signatory

s. Simran Jeet Kaur Chawla

Acceptance

I, **Simran Jeet Kaur Chawla,** hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____

Signature Date

In Process

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Annexure A

Ms. Simran Jeet Kaur Chawla — **Associate Engagement Controller Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	8,750	1,05,000
House Rent Allowance (HRA)	4,375	52,500
Special Allowance[1a & 1b]	4,175	50,100
Leave Travel Allowance[2]	875	10,500
Meal Card[3]	2,200	26,400
Differential Allowance(L)	2,825	33,900
Employer's contribution to PF	1,800	21,600
Total Salary (in Rs.)	**25,000**	**3,00,000**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	1,448	17,378

In Process

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-

....

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - **Associate Engagement Controller Analyst**	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Hyderabad

Simran Jeet Kaur Chawla

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the "Employer") as **Associate Engagement Controller Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. ***Pre-existing Agreements or Arrangements.*** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Associate Engagement Controller Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of *Proceedings*.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. **Authorization to Access *Systems* and *Electronic Communications and use of Deloitte Property*.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of *Works.***

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. **Post-*Employment* Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.

13. **Exceptions to Post-*Employment* Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: *Personnel* and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. **Post-*Employment* Restrictions re: *Deloitte Property*.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-*EMPLOYMENT* OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. **Notification of Post-*Employment* Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.

22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India] **[MUMBAI**: Mumbai, Maharashtra, India] **[BENGALURU**: Bengaluru, Karnataka, India] **[GURGAON**: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.

28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

Talent
Authorized Signatory

Effective as of **August 19, 2019,** I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature _____ Name _____

In Process

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity.*

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity.*

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED

By: _____
Signature

Its: *Authorized Signatory*

_____
Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

In Process

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature	Name	Date

EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client	Specified Kind of Services(s) Permitted

In Process

_____

Deloitte Consulting India Private Limited
Talent

I have read and understood the above policy terms.

Signature	Name	Date

An *Authorized Signatory*'s signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), *please* note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India.*

In Process

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

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- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 19, 2019**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature _____ Name _____

B734-15F00C22C98E

Deloitte.

Dear **Simran Jeet Kaur Chawla,**
On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Engagement Controller Analyst** pursuant to the terms and conditions of your offer letter dated **August 19, 2019**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

~~117460~~
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2018 - 2019
B.com General

STATE STREET.

Highly Confidential

B.com generals

3rd Floor, 6B RMZ Ecowor
Outer Ring Road, Varthur Ho
Bangalore E Taluk, Bangalore, 5601

www.statestreet.co

LETTER OF INTENT

Name:	Singi Reddy Divya	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	25,000	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign: Divya

Name: Singi Reddy Divya

Date: 19 January 2019

CIN:U74130KA2007PTC043738

Gmail

Divya Reddy <redileedivya0220@gmail.com>

Letter of Intent - StateStreet - Singi Reddy Divya

Thu, Jan 17, 2019 at 6:16 PM

Potluri, Arun Kumar <APotluri@statestreet.com>
To: "redileedivya0220@gmail.com" <redileeJivya0220@gmail.com>
Cc: "V, Vipin" <VV2@statestreet.com>

Information Classification: ●● Highly Confidential

Dear Candidate,

Congratulations from State Street!

This is in regards with your recent interview with State Street. Please see the attached Letter of Intent for more details and notes. You are required to send your acceptance & scan copy of the signed Letter of Intent by directly responding (Reply to All) on this email. Please do not change the subject line of the email while responding.

Please note the Letter of Intent is completely private & confidential and should not be shared with anyone under any circumstances.

In case of any queries, please contact your recruitment SPOC Vipin (VV2@StateStreet.Com) directly.

Thanks & Regards,

Talent Acquisition – Human Resources

State Street Corporate Services Mumbai Pvt Ltd

Go green. Consider the environment before printing this email.

Singi Reddy Divya_LOI.pdf
366K

examity®
BETTER TEST INTEGRITY.

111716019018

REF: EIOPL/OC-JC/2019-

DATE: 17/5/19

BCOM
Gen 2018-2019

OFFER CONFIRMATION

Dear VV Bhagya Lakshmi

Congratulations!!!!

We are glad to inform you that your profile is selected with **Examity INDIA Online Proctoring LLP** and offering you for the position of **Customer Service Executive**. Your joining date is on 20/5/19 Nacharam Office. All details wrt Training and work location shall be shared on the Induction day. Your pay package details are: Rs 4,80,000 PA

Please be informed that you have to come on time and if you haven't submitted the three sets of your documents please submit them tomorrow.

Documents for submission: 3 sets each
Educational & Previous Employment (if any) Documents
Pay slips, Aadhar, PAN Card
3 Passport Size photographs with White background

You will be receiving the hard copy of your Appointment letter by the 2nd Week of Training.

Yours Faithfully,
for **EXAMITY INDIA ON-LINE PROCTORING LLP**

RAVI KUMAR KUPPILI
SR. MANAGER HR

JOINING CONFIRMATION

I V.V. Bhagya Lakshmi S/o / D/o V.N. Venkatesh aged 20 confirm herewith that I have joined the services of M/s Examity India On-Line Proctoring LLP, whose address is mentioned in the capacity of Customer Service Executive.

I further assure that I have provided the right information and particulars furnished by me in the application (including bio-data), at the time of interview subsequent discussions and documents submitted. If the Management transpires that I have made a false statement (or have not disclosed a material fact) resulting in being appointed, the Management may take such action as it deems fit in its sole discretion, including termination of your employment. I have carefully read, understood and accept the offer confirmation and with conscious doing the Joining formalities.

DATE: 17/5/19

SIGNATURE: Bhagya

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Always Designing for People™

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

B'com Gen

Mr. Abdul Salman,
H No.2-9-10/9,
Bolarum Bazar,
Hyderabad 500010.

Dear Abdul,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Abdul Salman

Abdul Salman

Details of Compensation

Name: Abdul Salman
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Abdul salman

Abdul Salman

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Abdul Salman

Abdul Salman

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Abdul Salman

Abdul Salman

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Abdul Salman

Abdul Salman

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

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rivate Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

2018-2019

B. Com. General

Mr. Abdul Salman,
H No.2-9-10/9,
Bolarum Bazar,
Hyderabad 500010.
Phone : 8801792613

Dear Abdul,

Welcome to the ADP Family! We are thrilled to have you with us and look forward to an enriching relationship ahead. We are sure you would have received an e-copy of your offer letter and enclosed is a physical copy of the same offer letter

As a part of our onboarding process, the enclosed documents are required to be filled and submitted on the day of joining.

1. Two copies of passport size photograph
2. Confidentiality Agreement
3. Code of Business Conduct & Anti Bribery Policy
4. Provident Fund declaration and transfer form (Please use the transfer form only if you wish to transfer the PF account from the current/past employer to ADP)
5. Bank application form(s) for your salary account
6. Joining Form

Please ensure to report at the ADP office no later than 9.00 AM on the day of joining. Kindly bring along the following documents in case you have not submitted them to us earlier:

1. Relieving/ Experience letter from the last employer (If applicable)
2. PAN card and Aadhar copy

Please feel free to connect with your candidate manager in case of any queries on the offer.

Your Background Check has been initiated and a third-party team will be reaching out to you shortly on the same.

For any on-boarding assistance, please email to hyderabadhrsharedservicesteam@adp.com

The ADP family wishes you a fun-filled, fulfilling journey ahead.

Best Regards,

ADP Human Resources

rivate Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

26 March, 2019

Mr. Abdul Salman,
H No.2-9-10/9,
Bolarum Bazar,
Hyderabad 500010.

Dear Abdul,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Details of Compensation

Name: Abdul Salman
Position: Process Associate
Grade: G1 L1

	Monthly (INR)*	Annual (INR)*
A. Base Salary	4,690	56,280
• Basic Salary	1,876	22,512
• House Rent Allowance (40% of Basic Salary)	2,207	26,484
• Flexible Benefits**	4,342	52,104
• Special Allowance	938	11,256
B. Bonus (20% of Basic Salary paid monthly)		
C. Standard Benefits	1,346	16,152
• Provident Fund***	226	2,712
• Gratuity	15,625	**1,87,500**
Gross Compensation (A+B+C)		

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

* *Indian Rupees*
** *Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
*** *PF will be deducted as per the statutory norms*
# *These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP*
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Abdul Salman

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

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CIN: U72200TG2015PTC101168

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

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16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

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CIN: U72200TG2015PTC101168

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2018-2019

Employment Contract

Emp ID: DSITEMP2009

B com General.

Date: 18-04-2019

To,

Pradeep K,
spectrum coloney near bolaram railway station
hyderabad
Telangana
India.

Dear **Pradeep K,**

Thank for your interest in choosing Decathlon Sports India Pvt Ltd (DSIPL). As we believe your passion for sport and your values match those of our Company, we, at DSIPL, are pleased to appoint you as a **Decathlon Temporary Employee**, and your responsibilities would be those of a **Sports Player** at our **Hyderbad** location effective **18-04-2019**.

Your gross fixed compensation would be INR. **90.00** per **hour**. You are entitled to all the social security benefits like PF, ESIC (as per applicability), & bonus as specified in the respective statutory acts.

Alfred Florian Osta will be responsible to mentor and guide you in this phase of your professional journey or any such manager assigned by the later.

We at DSIPL strongly believe in your ability to manage yourself in the best interest of the Company. Fewer the rules better the productivity as far as we are concerned.

We trust you will enjoy working with DSIPL and take the utmost autonomy to complete your responsibilities-

1. We believe you will treat your team mates and customers with utmost respect
2. We are bound by certain regulations by the Government of India and our Group norms. You will be required to abide by all these regulations* currently existing or any such rules that might be incorporated from time to time
3. When you are happy being a part of the DSIPL family, we expect you will be open to

relocate to any location where the Company currently has stores or may be established or any other Group companies as deemed necessary

4. Your salary and its components are strictly confidential and we prefer you not share it with other team members
5. We hold transparency in high regard. You cannot involve yourself in taking or giving bribe, gambling, theft, fraudulent practices or any such act that might affect DSIPLs reputation or damage to property
6. We at DSIPL, have a strict policy against sexual harassment. We believe that you will not engage in any form of sexual harassment towards any of the Company employees and the Company's customers. DSIPL also ensures a safe environment to all its employees and customers and strict action will be taken against any offender, be it employee or customer
7. All documents submitted by you to the Company shall be subjected to scrutiny by the appropriate authorities
8. In the event you feel you cannot be a part of our culture and environment, kindly communicate your desire to depart at least 7 days in advance
9. In the event we find you have not abided by these, and other regulations explained to you by your manager or if you do not share the values of DSIPL, we shall communicate the discontinuance of employment with DSIPL to you at least 7 days in advance
10. However, your employment will be subjected to immediate termination on the following conditions prescribed in the Industrial Employment/Model Standing Orders Act 1946-
    - wilful insubordination or disobedience, whether alone or in combination with others, to any lawful and reasonable order of a superior,
    - theft, fraud or dishonesty in connection with the employers business or property,
    - wilful damage to or loss of employers goods or property,
    - taking or giving bribes or any illegal gratification,
    - habitual absence without leave or absence without leave for more than 10 days,
    - habitual late attendance,
    - habitual breach of any law applicable to the establishment,
    - riotous or disorderly behaviours during working hours at the establishment or any act subversive of discipline,
    - habitual negligence or neglect of work,

- unauthorised strike of work or inciting others to strike work in contravention of the provision of any law, or rule having the force of law.

11. Any image taken of you during a Decathlon event or during a photo-shoot shall be the property of Decathlon and you consent to Decathlon's use of the such image in communication.
12. Apart from the above mentioned rules all rules specified under the certified standing orders of Decathlon will be applicable to you from the date of your joining Decathlon
13. Clause 4 of this employment contract shall continue to survive even after any form of termination of this employment contract.

*. **Notwithstanding anything mentioned above, please note that the regulations would be explained to you by your respective manager during your induction program**

Should you accept the above information, then kindly sign the duplicate copy of this appointment letter.

We welcome you to the Decathlon Family!

For Decathlon Sports India Pvt Ltd

Accepted By Me

Authorised Signatory

Employee Signature

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General 2018-2019.

2018-2019.

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E STREET.

Highly Confidential

StateStreet Corporate Services Mumbai Pvt Ltd.
3rd Floor, 6B RMZ Ecoworld,
Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

LETTER OF INTENT

	Lijo Johnson	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	25,000	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Lijo Johnson

Date:

CIN:U74130KA2007PTC043738

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B.com Gen

2018-19

wipro

APPOINTMENT LETTER

August 7, 2019

Dear **Mahesh Kumar Ghosal**,

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,

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

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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 V. 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. Contributory Medical Insurance for your band.

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 50% in your 10th Standard or equivalent education.
   ii. You have not scored minimum aggregate marks of 50% in your 12th Standard or equivalent education.
   iii. For Graduates: You have not scored minimum aggregate marks of 50% in your graduation.
   iv. For Post Graduates: You have not scored minimum aggregate marks of 50% in your graduation and 50% in post-graduation.
   v. You have any pending backlogs/ arrears on the date of appointment.

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C : L32102KA1945PLC020800

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 **atleast** 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 upto 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,**



Sunil Kalachar
General Manager – Talent Acquisition

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on __/__/____

Name: _____

Signature: _____ Date: __/__/____

Place: _____

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.

Name:

Date: __/___/_____ **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

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 ----------, 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;

a. processing my job application including background verification checks;

b. 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."

Name:

Date: __/__/____

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

ANNEXURE III

SALARY OFFER SHEET

Name : Mahesh Kumar Ghosal

Position: Project Engineer **Career Group: Trainee Group A**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	6,000
HRA	3,000
Bonus	1,400
Wipro Benefits Plan (WBP)	2,146
Total Fixed Cash	**12,546**
PF (Employer Contribution)	977
Gratuity (5.31% of Basic)	319
Total Fixed Compensation	**13,842**
Other Compensation Benefits	
ESI (Employer Contribution)	408
Variable Pay	
Target Variable Pay	750
Target Cost to Company per month	**15,000**
Total Cost to Company per annum	**1,80,000**

*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.

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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.

Date: __/___/_____ **Signature:**.....

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ANNEXURE – IV

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.

Name:

Date: __/___/_____ **Signature:**.....

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ANNEXURE – V

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:

a. Individual linked parameter: Based on 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 these Bands in Support roles and central functions Variable Pay is linked to Revenue and OM and the level of measurement will vary as per employee's band with details as mentioned in (b) and (c) below)

a. Revenue achievement linked parameter: Based on the Revenue achievement of company performance. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles who have variable pay as part of their salary stack.

b. OM linked parameter: Based on Operating Margin achievement of company performance This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles who have variable pay as part of their salary stack.

In addition, Customer Satisfaction score also acts as multiplier for final variable pay computation across all roles. For billable roles, customer satisfaction score at vertical/business unit level as per employee tagging will be considered and for support roles, customer satisfaction score at company level will be considered.

The Variable Pay payout amount is liable to vary as per the performance on the above parameters.

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 2019-20.

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

a. 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.

Accommodation, Food & Other Miscellaneous Expenses

a. You would be entitled for Rs. 400/- per day for 8 days (total amount of Rs. 3,200/-) from the date of appointment. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount 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. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

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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 which will vary based on your marital/family status, the floater sum insured as per your job grade and any top-up plan opted by you. 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.

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 pre-defined 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.

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. Even on temporary disability due to Accident you get compensated for loss of wages on account of leave due to Accident of upto Rs. 5,000 per week. In case of Death due to accident, your total cover would be 26 lacs (12 Lacs + 14 Lacs). Employees can also get an extra coverage for a nominal and highly negotiated premium.
b. Group Life Insurance Program: 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. 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.

1. **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.

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26th February 2019

Mr. M Sai Kiran
C.No.: +91 9030678882

Dear Sai Kiran,

We are pleased to offer you the position as described below with FitKids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of Offer of Appointment stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as **"Physical Education Specialist"**. **Your work location is Hyderabad.**

Your role will include the following responsibilities among others:

- Being responsible for delivering the Leapstart program in assigned schools
- Liaisoning with PE teachers and PE department in schools to deliver the Leapstart programs and ensure seamless and smooth delivery of the program in conjunction with the PE department
- Creating customized programs for each school based on their timetables and infrastructure
- Responsibility for maintenance and upkeep of all Leapstart equipment
- Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student
- Creating reports for parents, school management, and Leapstart management.
- Handling additional responsibilities of the school on behalf of Leapstart.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence from **May-June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Also annexed to this Appointment Letter is the explanation of benefits that you are entitled to avail and the terms and conditions of your employment. Kindly confirm your acceptance to the same by signing on this Letter of Appointment.

Enclosures: Annexure I: Explanation of Benefits & Schemes

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ANNEXURE I

EXPLANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:

The following is an explanation of the benefits currently made available to full time employees of the Company. The Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any of the benefits summarized below, either in whole or in part, at any time with or without prior notice or consent.
You will be paid an all-inclusive Cost to Company Yearly Compensation (CTC) of **Rs.2,11,152 Per annum. (Rs. Two Lakhs Eleven Thousand One Hundred and Fifty-Two Only).**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 6,767	₹ 81,204
HRA	₹ 1,822	₹ 21,865
Conveyance Allowance	₹ 911	₹ 10,933
Medical allowance	₹ 911	₹ 10,933
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
National Representation	₹ 1,553	₹ 18,636
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 921	₹ 11,052
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 711	₹ 8,530
Total CTC {A}	₹ 16,596	₹ 1,99,152
Retention Bonus {C}		₹ 12,000
Total CTC (A+B+C)	₹ 17,596	₹ 2,11,152

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Retention Bonus of 12,000/- will be paid on completion of 12 months of service from date of joining.This is a two-time payment to be paid bi-annually or even six months only for the first year upon completion which the amount will be added to existing CTC.

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

***Note- The organisation may change your job location owing to business requirements**

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This cost to company includes all the variables and benefits given to you, this will include **Base Salary + Variable Salary + Benefits**

Base Salary is divided into Basic + Dearness Allowance + HRA (House Rent Allowance) + Conveyance + Medical Allowance + Provident Fund + ESI.

Attendance Bonus and Statutory Bonus

Variable Allowance includes City Allowance + After School +School Head Displacement Allowance (This is a Dynamic component and will change with Location and any additional responsibilities).
After School Allowance – In case you are involved in "after school programs" for sports specialization for the program the pay-out is separate.

Benefits Pay includes Provident Fund, ESI and Gratuity. *Salary pay-out will happen on or before the 10th of every Month

Travel & Conveyance:

- Reimbursements for work related travel or courier expenditure accrued by you shall be made which are official expenses outside the normal scope of work. You will be required to retain all the invoices, vouchers etc. and submit the same to the accounts department in order to claim reimbursement.
- You shall be entitled to claim reimbursement at the end of each month before the 25th.
- Reimbursement of Travel expenditure to the work place from home, either to office or school is not allowed once the training period is complete. Travel to and from the training venue during the training period is not allowed for claims for both out station and in station candidates.

Training

- The Company will be providing you training from international experts and you will be required to participate in the training.
- We will provide adequate training for you to deliver the programmes effectively and you should be always available for the same.

Working Hours, Leaves & Holidays:
You will observe a six day working and working hours are as per the schedule of the company. The Company provides paid leave in a calendar year. In addition to the Vacation leave of 15 Days per Calendar Year, the Company announces its Festival and National Festival holidays on a yearly basis. **A list of the Festival and National Festival holidays, 06 Sick Leaves, 04 Planned Leaves and 15 Vacation leaves will be made available to you.**

Sincerely,
for **FitKids Education and Training Pvt. Ltd**

Agreed and Accepted:

Name and Signature.....

Authorised Signatory

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ANNEXURE II

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT:

1. **Training**

1.1 The Company will be providing you training from experts and you will be required to participate in the training.

1.2 In case if you leave the job within Eleven Months from the date of joining, you will have to reimburse the Training Cost invested on you by the company. On signing this Appointment Letter, you shall hand over a Post Dated Cheque (PDC) for INR 30,000 (Thirty Thousand only) as security deposit. In the event of you leaving the Company prior to the Eleven month period, the Company shall be entitled to encash the PDC in order to reimburse the training cost incurred and invested by the Company. On completion of the Eleven month period, the PDC shall be returned to you to by the Company. The PDC shall not in any way prejudice the rights of the Company to prosecute/proceed against you for damages/loss incurred due to breach of any other terms of the Appointment Letter.

IMPORTANT NOTE:

You will undergo training for 4 weeks (1 week of classroom training & 3 weeks of on the job training) after your induction. You will undergo 2 assessments, the first one after the 1 week class room sessions and the final after 3 weeks of on-job-training. If you do not clear the final assessment, you will be relieved from the services of the organization with 3 days show cause notice.

2. **Accountability: As an employee of the Company you are expected to work with a high standard of initiative, efficiency and economy.** You are also required to adhere to all Company policies and procedures whether written or oral, and always act in the best interests of the Company.

3. **Reporting Structure:** As a PHYSICAL EDUCATION SPECIALIST, you shall report to your designated Head of Department/ Regional Manager. The Company reporting Structure will be made available to you on joining.

4. **Code of Conduct:**

4.1 The Company expects acceptable behaviour and conduct from you at all time and should not receive any complaints from PE departments of schools, school management or Students about your conduct.

4.2 You are expected to adhere to school timings – and be available over some weekends for trainings, review meetings with Leapstart management etc.

4.3 You will be required to adhere to rules of the school that you are assigned to at all times

4.4 You will be expected to maintain very high standards of professional behaviour and conduct.

4.5 Any transgression or contravention of these rules of conduct on your part will be thoroughly investigated and in the event that you are found responsible or guilty of misconduct, your service shall be terminated immediately.

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5. **Right to Information:** You will be obliged to keep the Company informed of any changes related to your personal particulars such as your address, contact details, if there are litigations pending against you then the nature of the litigation etc.

6. **Duty to abide by all Company Agreements:** All agreements, confidential and non-disclosure information, contracts, covenants and obligations entered into by the Company with any other person or entity would also be binding on you.

7. **Exclusivity:** During the term of your employment contract with the Company, you shall provide your services exclusively to the Company and no other person or entity.

8. **Duties & Responsibilities:** In addition to your key responsibilities as a Physical Education Specialist, you shall perform such tasks and duties as may be assigned to you from time to time. You shall at all times follow all of the Company's legal instructions and directions and shall abide by all its rules and procedures. You shall devote your full time, attention, skill and efforts to the tasks and duties assigned by the Company.

9. **Negative Obligations:**

9.1 You are not authorized to sign any contracts or other kinds of financial agreements nor commit the company financially in any agreement whatsoever, unless expressly authorized by the Company.

9.2 You may not sign appointment letters for members of your team or any other person who is in the employ of the Company. You may, however, refer potential recruits to your team or to the company at large to the human resources department of the Company who will evaluate the prospective candidate.

9.3 Any extraneous inquiries, negotiations and decisions not specifically pertaining to your responsibilities as outlined above should be referred to the HR department of the company.

10. **Remuneration:**

10.1 Your remuneration shall be subject to review as the Company may decide, after reviewing your performance as per its established practices.

10.2 Increments to be paid to you and any other remuneration that may be paid to you for services rendered, or to be rendered, (whether by way of any incentive payment, or any other form of additional compensation) shall rest in the sole discretion of the Company.

10.3 Details of your remuneration are confidential and you may discuss queries if any, only with the person designated for the same.

10.4 In addition to your remuneration you shall be entitled to the benefits that are detailed in

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Annexure I.

11. **Confidential Information:** You will be required to sign a separate agreement (Non-Disclosure Agreement) that details your obligations under this clause more elaborately.

12. **Intellectual Property:** You understand and accept that you shall promptly and fully disclose to the Company all inventions, discoveries and improvements (whether patentable or not) which have been or may be conceived or made by you, solely or jointly with others, during the term of your employment with the Company, from the beginning until termination:
(i) which are along the lines of or relate to the business, work or investigations (including but not limited to, projects, processes, concepts, specifications, drawings, records, documentation, systems, techniques, computer software, programs, facilities, equipment and devices) of the Company or of any company which at the time of such inventions, improvements or discoveries it owns or controls.
(ii) Which result from or arises out of any work which you may do for or on behalf of the Company (collectively the "Company Materials"). All of such Company Materials shall be the sole and exclusive property of the Company, and you hereby assign to the Company all of your rights and interest therein.

13. **Termination of Services:**

13.1 The Company reserves the right to terminate your employment without giving any notice during the probationary period, and one month's notice after confirmation. Further the Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any reason thereof on payment of salary in lieu of notice. If you decide to resign from the Company you may do so only after providing 60 days' prior notice in writing to the Company

13.2 During notice period time, you will ensure that all the assigned work has been completed / handed over to the satisfaction of the Company before you are relieved. The decision on the date on which you will be relieved rests solely with Company. In case you terminate your employment before the expiry of the period of the contract, you will be expected to seek and source another individual to provide the services you rendered to the Company.

13.3 The Company reserves the right to terminate your services without notice for any of the reasons stated below after giving you a 3-day show cause notice:

a. Breach of Company's standards with respect to integrity, ethics, honesty, sincerity and loss of confidence.
b. Failure to follow the Company's rules and regulations.
c. Any false or misrepresented information or any wilfully suppressed material information.
d. Guilty in respect of moral turpitude or of dishonesty in dealing with Company's material, documents or theft or misappropriation regardless of the value involved.
e. Over staying leave.
f. Gross negligence or carelessness or inefficiency in performing your duties.
g. Inefficiency and carelessness or misconduct, or actions against the interest of the company wilfully or due to negligence, oversight or ignorance of the Company's policies and procedures.
h. Being sick leading to an inability to perform duties adequately.

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14. **Liabilities and Outstanding on termination:** On termination from the Company, you are required to settle all your outstanding dues with the Company.

15. **Non-Competition:** You agree that you shall not, until the expiration of one year after the termination of your employment with the Company, engage, directly or indirectly, or through any corporations or associates in any business, enterprise or employment which is directly competitive with the Company. You further agree that you shall not either directly or indirectly solicit business or accept employment from any previous, current or potential client or customer of the Company, with whom the Company has been, is or would be associated with in any manner. This is irrespective of your dealings / non-dealings with the client or customer during your employment with the Company.

16. **Non-solicitation of employees:** You agree that for a period of one year after your termination of employment relationship with the Company, you will not directly or indirectly entice, encourage or otherwise ask current Company employees to leave their current employment to work with or for another business that does or does not compete with the Company.

17. **Return of Material:** On termination of your employment with the Company, for whatever reason, you will be required to immediately return to the Company, all Company Materials and all other material/property belonging to the Company or any of its customers in your possession. You will not make copies of the material in your possession and continue to keep all Proprietary Information in strictest confidence.

18. **Arbitration:** You agree that any dispute or controversy arising out of or relating to any interpretation, construction, performance or breach of this Contract, shall be settled by arbitration in accordance with the provision of the Indian Arbitration and Conciliation Act of 1996 or its statutory modifications thereof and the matter will be referred to Ms. Jayna Kothari of Ashira Law at 50/6, Palace Road, Bangalore- 560 052, whose will be binding on both parties.

19. **Company Rights:** The Company reserves the right to add to, amend, alter, revoke, modify, interpret or vary any or all the above clauses as per specific requirements.

20. **Verifications:**
Keeping standard of compliance, morale, policies and ethics in mind and living up-to our quality policies and expectations of our customers, partners and most importantly ours; we would be verifying your credentials as part of our compliance and audit policies. The HR would contact you to collect the necessary details and documents. You agree to share details on your Address, Education Qualification, Medical History, Criminal Check (if any) and Previous Employments with the Human Resource Department and Third Party Verification agency. You further agree to handover to the Company all original certificates pertaining to your education qualification. The original certificates shall be returned to you within on termination of your services with the Company. Further, you are expected to initiate the process of gaining a Police Clearance Certificate prior to your Date of Joining and sharing the final certificate with the Company upon completion of the process.

Always Designing for People™

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

111716019044
2018-2019
Copy

B.Com. Generals

Mr. Narvaiye Prasad,
#32-328/A,
Shapur Nagar,
Hyderabad 500055.

Dear Narvaiye,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Narvaiye Prasad

Details of Compensation

Name: Narvaiye Prasad
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Narvaiye Prasad

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Narvaiye Prasad

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

2018-2019.

Gmail

Nitish Kumar <nknitish911@gmail.com>

Fwd: Welcome to Decathlon Sports India

1 message

Anmol Surana <anmolsurana95533@gmail.com> Fri, Jun 28, 2019 at 11:09 PM
To: nknitish911@gmail.com

B.com
Qur

---------- Forwarded message ---------
From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Tue, 12 Feb 2019, 6:06 pm
Subject: Welcome to Decathlon Sports India
To: <anmolsurana95533@gmail.com>, <rahul.shenoy@decathlon.com>

Dear Anmol Surana,

I am extremely proud and happy to welcome you to Decathlon Sports India.

[redacted]u will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

I will be your coach and guide you when necessary right from DAY ONE to help you grow and succeed in your professional project.

Please do not forget to provide the following documents at the time of your arrival as these are mandatory to issue your appointment letter

- Valid Aadhaar Card (with Father Name , Date, Month & Year of Birth all details has be in Aadhaar)
- Photograph
- PAN Card(Only For Permanent Employement on Full Time Contract)
- Cancelled Cheque /passbook with valid account number & IFSC of Self / Your's
- Highest Degree certificate photocopy
- Scanned copy of any valid present address proof (electricity bill, Post Paid Mobile Bill, Landline Bill, rental agreement)
- Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal)

I wish you good luck for your Decathlon journey.

Sportingly,

RAHUL SHENOY

Bcom. General

Date: 26th Nov 2018

PRIVATE & CONFIDENTIAL 1117160190056

To,

Mohammed Arif Khan

H No: 8-40/6/A, Navodaya Colony,
Hemanagar, Uppal - 500039

Dear **Mohammed Arif Khan,**

Sub: Offer cum Appointment letter - CSP

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of "Customer Service professional" on following conditions:

Upon your joining on or before **26th Nov 2018**, you will be appointed as "Customer Service Professional" in the regular employment of SITEL. Your annual Base compensation will be **INR 168,600 per annum.** Details of your overall compensation and other benefits are placed at Annexure-1. You will be assessed on attendance, performance against targets set and or any other parameters that may be communicated or may be applicable to your role.

1. In the initial period of appointment, you will be put into **Training** wherein you will be provided necessary upskilling to perform the job to the satisfaction and you will be assessed about your capability on time to time during and after the training. Your successfully completing various phases of training is a pre-condition to your continued employment with Sitel. If it is found during the said training your performance is not satisfactory or not up to the mark then you will stand automatically disqualified for appointment in the organization and your services shall stand automatically terminated.

2. You will be on probation for a period of six months from the date of your joining, and you will be deemed confirmed after successful completion of the probation period unless communicated in writing otherwise.

3. Your initial appointment will be at Hyderabad but your services are liable to be transferred to any establishments which the Company opens from time to time; your services are also liable to be transferred from one department to another department; from one project to another and to the sister concerns/associated companies and subsidiary companies. Upon transfer, you will be governed by the terms and conditions of service applicable to the said establishment.

4. You will be subject to the Code of Conduct and other general rules of employment pertaining to holidays, leave rules and hours of work etc. prevailing in the Company or may be stipulated from time to time.

5. The code of conduct and other general rules of employment shall be communicated to you in the induction and would be deemed understood and accepted upon your signing the undertaking.

fitkids
Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

T | 080 4057 9999
T | 080 4057 9900
E | info@fitkids.co.in
W | www.fitkids.co.in
CIN: U80211KA2010PTC052190

B.COM Generally 111716019058
2018-2019.

26th February 2019

Mr. Thanneru Venkata Chandra Shekar
C.No.: +91 9030180198

Dear Chandra Shekar,

We are pleased to offer you the position as described below with FitKids Education and Training Pvt. Ltd. ('The Company'). This is an official letter of Offer of Appointment stating the terms and conditions of your employment contract. In the event that any changes are necessitated, you shall be duly notified in writing.

POSITION:

You are hereby offered an appointment in the company as **"Physical Education Specialist". Your work location is Hyderabad.**

Your role will include the following responsibilities among others:

- Being responsible for delivering the Leapstart program in assigned schools
- Liaisoning with PE teachers and PE department in schools to deliver the Leapstart programs and ensure seamless and smooth delivery of the program in conjunction with the PE department
- Creating customized programs for each school based on their timetables and infrastructure
- Responsibility for maintenance and upkeep of all Leapstart equipment
- Responsibility for conducting periodic assessments and preparing reports on progress of the program for each student
- Creating reports for parents, school management, and Leapstart management.
- Handling additional responsibilities of the school on behalf of Leapstart.

PERIOD OF APPOINTMENT:

Your service contract with the Company shall commence from **May-June 2019**. You shall be on probation for a period of **SIX Months** from the date of joining. Your performance will be evaluated at the end of the probation period. Depending on your performance the probation period may be ended or extended at the management's discretion.

Also annexed to this Appointment Letter is the explanation of benefits that you are entitled to avail and the terms and conditions of your employment. Kindly confirm your acceptance to the same by signing on this Letter of Appointment.

Enclosures: Annexure I: Explanation of Benefits & Schemes

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ANNEXURE I

EXPLANATION OF BENEFIT SCHEMES & GENERAL INFORMATION:

The following is an explanation of the benefits currently made available to full time employees of the Company. The Company reserves the right to change, modify, suspend, terminate, cancel, interpret, or vary any of the benefits summarized below, either in whole or in part, at any time with or without prior notice or consent.
You will be paid an all-inclusive Cost to Company Yearly Compensation (CTC) of **Rs.2,11,152 Per annum. (Rs. Two Lakhs Eleven Thousand One Hundred and Fifty-Two Only).**

Particulars	Monthly	Annual
	Amt Rs.	Amt Rs.
Basic	₹ 6,767	₹ 81,204
HRA	₹ 1,822	₹ 21,865
Conveyance Allowance	₹ 911	₹ 10,933
Medical allowance	₹ 911	₹ 10,933
Attendance Bonus **	₹ 2,000	₹ 24,000
Statutory Bonus	₹ 1,000	₹ 12,000
National Representation	₹ 1,553	₹ 18,636
Co. Contribution to Provident Fund (13.61% of Basic/15K cap)	₹ 921	₹ 11,052
Co. Contribution to ESI (4.75% of Gross Salary)	₹ 711	₹ 8,530
Total CTC {A}	₹ 16,596	₹ 1,99,152
Retention Bonus {C}		₹ 12,000
Total CTC (A+B+C)	₹ 17,596	₹ 2,11,152

*Retention Bonus of 12,000/- will be paid on completion of 12 months of service from date of joining.This is a two-time payment to be paid bi-annually or even six months only for the first year upon completion which the amount will be added to existing CTC.

Attendance Bonus: An attendance bonus of Rs.2000/- which will form part of your monthly salary, will be paid provided you have not exceeded the stipulated number of leaves allowed in a month.

** As per the Leave policy, every trainer is eligible for 4 days of Planned Leave and 6 days of Sick Leave every year. If the trainer exceeds the permissible leaves in any given month, it will be treated as LOP (Loss of Pay) and the attendance bonus will be withheld.

***Note- The organisation may change your job location owing to business requirements**

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This cost to company includes all the variables and benefits given to you, this will include **Base Salary + Variable Salary + Benefits**

Base Salary is divided into Basic + Dearness Allowance + HRA (House Rent Allowance) + Conveyance + Medical Allowance + Provident Fund + ESI.

Attendance Bonus and Statutory Bonus

Variable Allowance includes City Allowance + After School +School Head Displacement Allowance (This is a Dynamic component and will change with Location and any additional responsibilities).
After School Allowance – In case you are involved in "after school programs" for sports specialization for the program the pay-out is separate.

Benefits Pay includes Provident Fund, ESI and Gratuity. *Salary

pay-out will happen on or before the 10th of every Month

Travel & Conveyance:

- Reimbursements for work related travel or courier expenditure accrued by you shall be made which are official expenses outside the normal scope of work. You will be required to retain all the invoices, vouchers etc. and submit the same to the accounts department in order to claim reimbursement.
- You shall be entitled to claim reimbursement at the end of each month before the 25th.
- Reimbursement of Travel expenditure to the work place from home, either to office or school is not allowed once the training period is complete. Travel to and from the training venue during the training period is not allowed for claims for both out station and in station candidates.

Training

- The Company will be providing you training from international experts and you will be required to participate in the training.
- We will provide adequate training for you to deliver the programmes effectively and you should be always available for the same.

Working Hours, Leaves & Holidays:
You will observe a six day working and working hours are as per the schedule of the company.
The Company provides paid leave in a calendar year. In addition to the Vacation leave of 15 Days per Calendar Year, the Company announces its Festival and National Festival holidays on a yearly basis. **A list of the Festival and National Festival holidays, 06 Sick Leaves, 04 Planned Leaves and 15 Vacation leaves will be made available to you.**

Sincerely,
for **FitKids Education and Training Pvt. Ltd**

Agreed and Accepted:

Authorised Signatory

Name and Signature.....

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Fitkids Education and Training Pvt Ltd
No.73/1, Millers Road, Near Vikram Hospital
Opp. St. Ann's School & College
Bangalore 560052

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ANNEXURE II

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT:

1. **Training**

1.1 The Company will be providing you training from experts and you will be required to participate in the training.

1.2 In case if you leave the job within Eleven Months from the date of joining, you will have to reimburse the Training Cost invested on you by the company. On signing this Appointment Letter, you shall hand over a Post Dated Cheque (PDC) for INR 30,000 (Thirty Thousand only) as security deposit. In the event of you leaving the Company prior to the Eleven month period, the Company shall be entitled to encash the PDC in order to reimburse the training cost incurred and invested by the Company. On completion of the Eleven month period, the PDC shall be returned to you to by the Company. The PDC shall not in any way prejudice the rights of the Company to prosecute/proceed against you for damages/loss incurred due to breach of any other terms of the Appointment Letter.

IMPORTANT NOTE:

You will undergo training for 4 weeks (1 week of classroom training & 3 weeks of on the job training) after your induction. You will undergo 2 assessments, the first one after the 1 week class room sessions and the final after 3 weeks of on-job-training. If you do not clear the final assessment, you will be relieved from the services of the organization with 3 days show cause notice.

2. **Accountability: As an employee of the Company you are expected to work with a high standard of initiative, efficiency and economy**. You are also required to adhere to all Company policies and procedures whether written or oral, and always act in the best interests of the Company.

3. **Reporting Structure:** As a PHYSICAL EDUCATION SPECIALIST, you shall report to your designated Head of Department/ Regional Manager. The Company reporting Structure will be made available to you on joining.

4. **Code of Conduct:**

4.1 The Company expects acceptable behaviour and conduct from you at all time and should not receive any complaints from PE departments of schools, school management or Students about your conduct.

4.2 You are expected to adhere to school timings – and be available over some weekends for trainings, review meetings with Leapstart management etc.

4.3 You will be required to adhere to rules of the school that you are assigned to at all times

4.4 You will be expected to maintain very high standards of professional behaviour and conduct.

4.5 Any transgression or contravention of these rules of conduct on your part will be thoroughly investigated and in the event that you are found responsible or guilty of misconduct, your service shall be terminated immediately.

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5. **Right to Information:** You will be obliged to keep the Company informed of any changes related to your personal particulars such as your address, contact details, if there are litigations pending against you then the nature of the litigation etc.

6. **Duty to abide by all Company Agreements:** All agreements, confidential and non-disclosure information, contracts, covenants and obligations entered into by the Company with any other person or entity would also be binding on you.

7. **Exclusivity:** During the term of your employment contract with the Company, you shall provide your services exclusively to the Company and no other person or entity.

8. **Duties & Responsibilities:** In addition to your key responsibilities as a Physical Education Specialist, you shall perform such tasks and duties as may be assigned to you from time to time. You shall at all times follow all of the Company's legal instructions and directions and shall abide by all its rules and procedures. You shall devote your full time, attention, skill and efforts to the tasks and duties assigned by the Company.

9. **Negative Obligations:**

9.1 You are not authorized to sign any contracts or other kinds of financial agreements nor commit the company financially in any agreement whatsoever, unless expressly authorized by the Company.

9.2 You may not sign appointment letters for members of your team or any other person who is in the employ of the Company. You may, however, refer potential recruits to your team or to the company at large to the human resources department of the Company who will evaluate the prospective candidate.

9.3 Any extraneous inquiries, negotiations and decisions not specifically pertaining to your responsibilities as outlined above should be referred to the HR department of the company.

10. **Remuneration:**

10.1 Your remuneration shall be subject to review as the Company may decide, after reviewing your performance as per its established practices.

10.2 Increments to be paid to you and any other remuneration that may be paid to you for services rendered, or to be rendered, (whether by way of any incentive payment, or any other form of additional compensation) shall rest in the sole discretion of the Company.

10.3 Details of your remuneration are confidential and you may discuss queries if any, only with the person designated for the same.

10.4 In addition to your remuneration you shall be entitled to the benefits that are detailed in

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Annexure I.

11. **Confidential Information:** You will be required to sign a separate agreement (Non-Disclosure Agreement) that details your obligations under this clause more elaborately.

12. **Intellectual Property:** You understand and accept that you shall promptly and fully disclose to the Company all inventions, discoveries and improvements (whether patentable or not) which have been or may be conceived or made by you, solely or jointly with others, during the term of your employment with the Company, from the beginning until termination:
(i) which are along the lines of or relate to the business, work or investigations (including but not limited to, projects, processes, concepts, specifications, drawings, records, documentation, systems, techniques, computer software, programs, facilities, equipment and devices) of the Company or of any company which at the time of such inventions, improvements or discoveries it owns or controls.
(ii) Which result from or arises out of any work which you may do for or on behalf of the Company (collectively the "Company Materials"). All of such Company Materials shall be the sole and exclusive property of the Company, and you hereby assign to the Company all of your rights and interest therein.

13. **Termination of Services:**

13.1 The Company reserves the right to terminate your employment without giving any notice during the probationary period, and one month's notice after confirmation. Further the Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any reason thereof on payment of salary in lieu of notice. If you decide to resign from the Company you may do so only after providing 60 days' prior notice in writing to the Company

13.2 During notice period time, you will ensure that all the assigned work has been completed / handed over to the satisfaction of the Company before you are relieved. The decision on the date on which you will be relieved rests solely with Company. In case you terminate your employment before the expiry of the period of the contract, you will be expected to seek and source another individual to provide the services you rendered to the Company.

13.3 The Company reserves the right to terminate your services without notice for any of the reasons stated below after giving you a 3-day show cause notice:

a. Breach of Company's standards with respect to integrity, ethics, honesty, sincerity and loss of confidence.
b. Failure to follow the Company's rules and regulations.
c. Any false or misrepresented information or any wilfully suppressed material information.
d. Guilty in respect of moral turpitude or of dishonesty in dealing with Company's material, documents or theft or misappropriation regardless of the value involved.
e. Over staying leave.
f. Gross negligence or carelessness or inefficiency in performing your duties.
g. Inefficiency and carelessness or misconduct, or actions against the interest of the company wilfully or due to negligence, oversight or ignorance of the Company's policies and procedures.
h. Being sick leading to an inability to perform duties adequately.

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15. **Non-Competition:** You agree that you shall not, until the expiration of one year after the termination of your employment with the Company, engage, directly or indirectly, or through any corporations or associates in any business, enterprise or employment which is directly competitive with the Company. You further agree that you shall not either directly or indirectly solicit business or accept employment from any previous, current or potential client or customer of the Company, with whom the Company has been, is or would be associated with in any manner. This is irrespective of your dealings / non-dealings with the client or customer during your employment with the Company.

16. **Non-solicitation of employees:** You agree that for a period of one year after your termination of employment relationship with the Company, you will not directly or indirectly entice, encourage or otherwise ask current Company employees to leave their current employment to work with or for another business that does or does not compete with the Company.

17. **Return of Material:** On termination of your employment with the Company, for whatever reason, you will be required to immediately return to the Company, all Company Materials and all other material/property belonging to the Company or any of its customers in your possession. You will not make copies of the material in your possession and continue to keep all Proprietary Information in strictest confidence.

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19. **Company Rights:** The Company reserves the right to add to, amend, alter, revoke, modify, interpret or vary any or all the above clauses as per specific requirements.

20. **Verifications:**
Keeping standard of compliance, morale, policies and ethics in mind and living up-to our quality policies and expectations of our customers, partners and most importantly ours; we would be verifying your credentials as part of our compliance and audit policies. The HR would contact you to collect the necessary details and documents. You agree to share details on your Address, Education Qualification, Medical History, Criminal Check (if any) and Previous Employments with the Human Resource Department and Third Party Verification agency. You further agree to handover to the Company all original certificates pertaining to your education qualification. The original certificates shall be returned to you within on termination of your services with the Company. Further, you are expected to initiate the process of gaining a Police Clearance Certificate prior to your Date of Joining and sharing the final certificate with the Company upon completion of the process.

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CIN: U80211KA2010PTC052190

21. Signatures:

Please accept by signing and dating each page. These will be kept for our records, and a copy will be provided to you on your first day of work.

for **FitKids Education and Training Pvt. Ltd**

Agreed and Accepted:

Authorised Signatory

Name and Signature.....

DocuSign Envelope ID: F110A235-E3DE-4741-BD8E-6CDCFB1C3DD2

B.com General.
111716019061
2018-2019.

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

Ms. Venna Prasanna Lakshmi
405, Narayanadri Block, Seven Hills Apartments
Nizampet Road,
Hyderabad - 500085

Subject: Offer of Employment

Dear Venna Prasanna Lakshmi:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

Sign Envelope ID: F110A235-E3DE-4741-BD8E-6CDCFB1C3DD2

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Venna Prasanna Lakshmi, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Anuradha Panday
F6236C05C1A44C5...

Authorized Signatory

UID- 111715028026

B.Com Comp 111115028026 ~~111160~~

2018-2019 B.Com Compt

On Campus

2018-2019

: 9. March-2019

r: Akshay sharma

: Letter of Intent (hereinafter referred to as 'LOI')

sequent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A
ject to following terms and conditions;

1. Your annual fixed Cost to Company (CTC) will be 1.8 L.A.

Applicability of Location specific allowances may vary according to location and/or company policy.

Your initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; t following has been agreed upon.

(i) Date of Joining : To be updated Post Pre-Hire Orientation session

(ii) Reporting Time : To be updated as per process requirements

(iii) Location :

f at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Gue House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of t accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct t balance amount from your full and final settlement."

You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.

Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervis ncompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the wee depending upon business needs).You may however be required to attend office on your off days if the business needs demand. In such cases, you will be eligible for compensatory off according to company policy.

As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company poli n force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.

This LOI shall be subject to;

(i) You're clearing the final year graduation exams without any papers pending at the time of joining.

(ii) Producing the original final year mark sheet.

(iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discreti revoke this offer at any time without prior notice.

(iv) You're successfully completing the reference check.

LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you m formally commenced your training/employment with us.

UD:- 111715028033

2015 Batch

B. Com Computer.

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Date: 7 MARCH 2019

Dear: CALVIN MARK JOSEPH

Sub: Letter of Intent (hereinafter referred to as 'LOI')

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as PA
Subject to following terms and conditions;

1. 1.Your annual fixed Cost to Company (CTC) will be 2,04,000.
2. Applicability of Location specific allowances may vary according to location and/or company policy.
3. Your initial place of work will be _____. Your initial process/COE would beinformed to you at the time of joining.However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.

   (i) Date of Joining : To be updated Post Pre-Hire Orientation session

   (ii) Reporting Time : To be updated as per process requirements

   (iii) Location :

4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
6. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor incompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs).You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
7. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
8. This LOI shall be subject to;

   (i) You're clearing the final year graduation exams without any papers pending at the time of joining.

   (ii) Producing the original final year mark sheet.

   (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

   (iv) You're successfully completing the reference check.

This LOI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may have formally commenced your training/employment with us.

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9. The appointment letter issued to you, will, inter alia, contain the following terms

   i. A six month probation period during which either party may terminate the Agreement by giving30 day notice or salary in lieu thereof. Your services at the end of probation period shall be treated as confirmed unless specifically extended by the company in writing.

   ii. Recovery of training cost up to Rupees Seventy Five Thousand only (Rs. 75,000/-) in the event you leave the services of the Company without serving notice as envisaged in the letter of appointment.

10. This Letter of intent will be valid for specified period and will come to an end automatically at the end of 30 days from the declaration of the final year result by the Institute/University. The Company reserves the right to modify this LoI any time at its sole discretion.

11. The Company shall, at its discretion, conduct background, reference and medical checks including screens for substance use as per company policy and this offer is conditional upon the result of such checks. In the event the results of such background / reference checks or screens for substance use are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time.

12. You agree and understand that this LOI is provisional and conditional subject to

    (i) Your fulfilling the above conditions and any other condition which Genpact may impose under its policies, and

    (ii) Genpact issues you a formal letter of appointment.

13. Genpact reserves the right to withdraw this LOI at any time before issuing the formal appointment letter.

Kindly sign & Initial each page of this letter and return a copy in acceptance

Additional terms to Appointment Letter

You have assured the Company that you have given your final year graduation examinations in APRIL, 19 (Month and Year) from LOYOLA ACADEMY (University) and the results of the same are pending as on date. This offer is conditional upon your clearing the final year graduation examination without any papers pending and upon your producing the original final year mark sheet within _____ (please mentions the months) from the date of this appointment letter. This LOI is subject to honor post clearance of any pending / additional interview/test at the time of PHO/joining. In the event of your failure to comply the same, the Company may, in its sole discretion, revoke this offer at any time without prior notice.

With Warm Regards,
For Genpact India
Human Resources

Accepted & Agreed
Candidate

In case of any questions / clarifications regarding your appointment letter/joining/other queries,

Please contact us on _____/, 8074001950

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Letter of Authorization

To whom it may concern

understand that GENPACT may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications.

understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references.

authorize, without reservation, any individual, corporation or other private or public entity to furnish GENPACT and the outside background agency all information about me.

unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to GENPACT and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested.

Signed: _____

Name in Block Capitals: CALVIN MARK JOSEPH

Date of Birth: 09-05-1998

Date: 7 March 2019.

Commitment Sheet - Instructions

Dear Candidate,

Thank you for your interest in Genpact. As part of our assessment process, it is mandatory that you sign a "Commitment sheet".

This Commitment sheet captures the various aspects of a role and the related challenges/situations you may face with respect to joining the job if selected.

To ensure you have read the complete document, please ensure you:

- Read the document carefully and respond to each statement
- For each statement there are certain words that have been printed in **bold** and **underlined**. At the end of each statement, you need to write down the word/words on the side of the sheet.
  Example:

  Do I have any **concern** in travelling in non AC cabs or buses - the word **concern** needs to be written in the column with the heading **"Write the word that is in bold & underlined**.
- If you have any additional information that you want to provide related to each statement, please add it in the Comments column

You will need to take a copy of the completed Commitment sheet with you when you attend the "Pre Hire Orientation" (PHO) with the business.

Post your Pre Hire Orientation session, please confirm if you want to join Genpact or not. It is in the interest of the company and you to be completely honest and realistic in your decision to accept the offer.

If you have any questions related to any of the statements and what they mean, please do ensure you get your doubts cleared.

Thank you,
Genpact Recruitment Team

Annexure 1

1. Listed below are the documents that you need to furnish (in Photocopy) at the time of joining, Joining will not happen without these documents.

   A. Photo ID Proof – Please attach only one relevant document out of the following….
      i. Govt-issued ID Card Copy - Voters ID, Aadhar Card, Driver's License, Passport, PAN Card & Ration Card
      ii. 10th Class Certificate (with photo on it)
      iii. Affidavit (Original with Photo) duly attested by the Gazetted Officer
      iv. Bank Pass Book (with photograph) duly attested by Bank

   B. Date of Birth Proof – Please attach only one relevant document out of the following….
      i. PAN Card
      ii. Passport
      iii. 10th Class Certificate mentioning Date of Birth clearly
      iv. Driver's License

   C. Present, Permanent & Longest Stay Address Proof – Please attach only one relevant document out of the following for each Address mentioned in the Background Check Details form….

      i. Govt-issued ID Card Copy - Voters ID, Aadhar Card, Driver's License, Passport, PAN Card & Ration Card
      ii. Affidavit (Original with Photo) duly attested by the Gazetted Officer
      iii. Bank Pass Book/Statement with Address & Latest Entry Page (within 3 months)
      iv. Residence certificate by Tahsildaar or other govt. body
      v. Postpaid connection bill
      vi. Utility Bill (Electricity/Water/Landline Bill/Property Tax/Gas bill or slip – within 3 months) – Self or parents, in laws if married for female employees
      vii. Rent Agreement – Self or parents, in laws if married for female employees

   D. Qualification Proof – Please attach Highest Compieted Education certificate (Final Year/All Semester/All Year Clear marks-sheet or Degree certificate clearly stating course completed by the Candidate) with Clear Roll No. OR Registration No.OR Enrollment No. OR any College/University ID. No

   E. Experience Proof – Please attach Relieving Letter and any of the following Documents for each employment declared in Background check form…clearly mentioning Start & End Date of Tenure for each employment
      i. Appointment Letter of Last Company + Last 3 months' Salary Slips or
      ii. Resignation Acceptance Letter or
      iii. F&F (Full & Final) Settlement Document

2. In addition to the documents mentioned above, you are requested to provide the following documents & information. Please ensure that these documents and information are available with you on your date of joining.

   Documents

   1) Updated Resume
   2) Professional Relieving Letter from previous employer (last employment)
   3) Nationality Proof (Voters id, Passport, Driving license or any government approved proof indicating nationality)
   4) 3 recent Passport size Photographs.
   5) If your salary is less than or equal to 1,80,000/- p.a, (CTC minus Employer's PF Contribution) you will need to enroll for ESIC (Employee State Insurance Corporation) which is a Govt. regulation thereforeplease carry;

   - Your 3 Post card size (4X7) photographs (Copies of the same photograph)

   Or

   - If you would like your family covered – Family group Photograph of immediate family (4X7, 3Copies of the same photograph), only members in the photo will be covered, Photos should beclear and have only your immediate family who are your dependents.

   6) Documents required for PF enrollment
      1. Names & Date of Birth of Family members you would want to mention as nominees for the provident Fund Scheme
      2. If already a member of a provident fund (PF) scheme with previous employer, then;

   - Previous Employer's name
   - Provident Fund account number from your previous employer
   - Universal account number provided by your previous employer
   - Date of joining and exit from previous employer
   - Adhaar card copy

With warm regards,

For Genpact Authorized Signatory

Accepted and Agreed

Candidate

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Candidate Information Form

Please provide complete and correct information. All Field are mandatory (Please fill in UPPER CASE)
Your BGC form would not be accepted without all relevant supporting documents mentioned below.

Personal Details

	First Name	Middle Name	Last Name
Name	CALVIN .	MARK	JOSEPH
Contact Number	9652784671	Alternate Number	7702126313
Father/Spouse Name	CELESTINE JOSEPH		
Date of Birth (DD/MM/YYYY)	09/05/1998		
Gender (M/F)	MALE		
Marital Status (Single/Married)	SINGLE		
Nationality	INDIAN		

(Pls scan and attach one colour passport size photograph in this space)

Contact Details(Details of address of longest stay in last 7 yrs)

Attach scanned copy of Passport (or) Electricity Bill (or) Property Tax Bill

	Permanent Address	Current Address	Inter Mediate Address-1
House / Flat No.	27-16/19/412		
Building / Location	SRI KRISHNA NAGAR COLONY		
Street No. / Lane	KRUPA COMPLEX	SAME AS	
Landmark	NEAR VENKATESHWARA APTS.		
City	SECUNDERABAD	PERMANENT	
State	TELENGANA	ADDRESS	
Pincode	500047		
Period of Stay (From)			
Period of Stay (To)			
Landlord Name (If Any)			
Nearest Police Station			
Candidate's Contact Details			
Mobile Number	9652784671		
Landline Number			

Education Qualifications (Pls furnish details of Highest Qualification only)

(Attach scanned copy of Degree / Provisional degree certificate)	College Details	University Details	Registration No	Month & year of passing
College Address	LOYOLA ACADEMY, ALWAL	AUTONOMUS BODY	1117150280 33	April/2019
Contact numbers				

Employment Verifications(Pls furnish employment details)

(Attach scanned copies of relieving letters for all emploments)		Employment 1	Employment 2
Company Name			
Address with Pin Code			
Designation			
Employee code			
Date of Joining			
Date of Leaving			
Remuneration			
Reasons for leaving			
H R details	Name		
	Contact		
	E-Mail		
Supervisor details - 1	Name		
	Contact		
	E-Mail		

Identity verification details

(Furnish details of either passport or Driving license & Attach scanned copy of the same)	
Passport /Driving License No.	
Date of Issue	
Date of Expiry	
Place of Issue	

GAP Check

GAP DETAILS	

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Commitment Sheet

Date: 7/03/2019 Name: CALVIN MARK JOSEPH Mobile Number : 9652784071

I hereby acknowledge that I have been informed about and understood the conditions listed below. I acknowledge that this has been explained to me during the interview process and I agree to the stated conditions.

A: Working hours, shifts and leaves:	Response	Write word that is in BOLD & Underlined	Comments
It has been explained to me that I will work any 5 days in a week for **9 hours** in a day	No/Yes	9 HOURS	
I agree I may spend up to 2 hours in **travel** (one way) depending on my place of residence	Disagree/Agree	TRAVEL	
I don't have any **concern** travelling in non AC cabs or buses	Agree/Disagree	CONCERN	
In general Trainings, business updates are scheduled during business hours. But sometimes the training can happen after the shift is completed. As a result, I understand I may sometimes be required to work **beyond** 9 working hours.	Agree/Disagree	BEYOND	
I understand the final **decision** on which shift, process and location I will be assigned to is taken by the company	No/Yes	DECISION	
The **shift** I have been told I will be working in is: **(please write DAY or NIGHT based on what has been discussed with you).**		SHIFT	
I understand that **weekly** offs may not be on Saturday/Sunday.	Disagree/Agree	WEEKLY	
B :- For Voice / Gateway candidates only:			
I have been told I will work in a **Voice** process so my training will be for a Voice process and I will be in a Voice process post training.	Agree/Disagree	VOICE	
I may need to work on national holidays (like Independence Day, Republic Day and Gandhi Jayanthi) /festivals offs (e.g. Diwali, Christmas, Eid). For this I will get a **compensatory** off as per policy.	Agree/Disagree	COMPENSATORY	
I cannot take any **leaves** during the Class room and On job training period (till I complete 6 months). I understand that leaves are discouraged.	Agree/Disagree	LEAVES	
C :- Role change, Promotion:			
I understand I need to be in a role for a **minimum** of 18 months. I cannot move out of the process or business unless the business requirements require an earlier change.	Disagree/Agree	MINIMUM	
My first **promotion** may take at least 18 months and will depend on how I perform.	Agree/Disagree	PROMOTION	
D :- Variable Incentives & Probation period:			
I have understood that I will get a Variable incentive depending on how I perform every month. During my training period, I will not be **eligible** for the variable incentive.	No/Yes	ELIGIBLE	
I understand that my **performance** will be compared with other employees in the process.	Agree/Disagree	PERFORMANCE	
I am aware that if my performance is below expectation, my **probation** period may be extended.	Yes/No	PROBATION	
E :- Resignation and Notice period:			
In case I chose to **resign**, I am aware I have to serve a full 30 day notice period.	Disagree/Agree	RESIGN	
F :- For NCR Candidates only:			
I am comfortable working in all **locations** in NCR in Gurgaon, Noida and Delhi.	Yes/No	LOCATIONS	
G :- For India to India candidates:			
I understand I will be working 6 days a week and am comfortable with the same.	Agree/Disagree	AGREE	
It has been explained to me that there is no Meal Allowance as part of my salary.	No/Yes	YES	
H: Passport Requirement			
Valid Passport Available			

I declare that all facts / documents that I have presented to the recruiter/vendor are true and correct. I have disclosed all information and have not been pressurized hide/alter any information. Suppression of information regarding education or prior work experience could lead to adverse action. In case any of the facts are found to b incorrect, I am ready to face disciplinary action in the future.

Candidate's Signature

Interviewer's signature

After attending the Pre Hire Orientation session, please tick one: I have attended the Pre Hire Orientation session and I understand the expectations from me.

1. I am comfortable joining Genpact
2. I am not comfortable with the job expectations and hence do not wish to join Genpact

Always Designing for People™

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

Blom Comp 111716028002 2018-2019

Ms. Allam Sneha,
#12-5-151/3, A Raja Reddy,
Vijaypuri Colony, Tarnaka,
Hyderabad 500007.

Dear Allam,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

A. Sneha

Allam Sneha

"Always Designing for People"

-COPY-

Details of Compensation

Name: Allam Sneha
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
EOC Allowance		0	22,500	39,375
Total CTC (Gross + VPI + EOC Allowance)##		15,000		
		2,25,000		

** Indian Rupees*

*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*

**** PF will be deducted as per the statutory norms*

 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Tax Slab & Tax Regulations

A. Sneha

Allam Sneha

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Allam Sneha

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Allam Sneha

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Allam Sneha

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Gmail

Vennela Cy <vennelacy@gmail.com>

111716028004
Bcom - Computers
2018-2019

Fwd: *Confidential: IBM offer process update.

1 message

Simran Thakur <simran29051999@gmail.com>
To: vennelacy@gmail.com

Mon, Jun 10, 2019 at 12:51 PM

Sent from my iPhone

Begin forwarded message:

From: "Praveen Babu Kaniganti" <prabakan@in.ibm.com>
Date: 4 June 2019 at 5:47:57 PM IST
To: "Praveen Babu Kaniganti" <prabakan@in.ibm.com>
Subject: *Confidential: IBM offer process update.

Hello!

We are trying to onboard you ASAP, since there are a lot of candidates the date of joining may not be on the same day for all the candidates however, please reply to this email with your confirmation about your DOJ.

Your tentative DOJ may be at the end of 2nd week of jun.

NOTE: please reply as YES if you are available and can make it by 2nd week of Jun,

regards,

Praveen Babu K
Talent Aquisition
IBM Sales & Distribution, Human Resources
Tie-Line: 040-669-58496
e-mail: prabakan@in.ibm.com

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Neither IBM India Pvt. Ltd. nor any of its subsidiaries (collectively 'IBM'), nor any authorized third party who assists with our recruitment process, ever ask candidates for 'recruitment', 'processing' or any other kind of fees in exchange for offer letters from IBM. Offer letters and other recruiting correspondence from IBM are sent from an official e-mail id and/or are printed on IBM letterhead with authentic signatures of appropriate IBM authorities.

111716028006

B.Com. Comp.
2018-2019

Feb 06, 2019 **HR/S/0219/416700**

C mageshwari

Letter of Appointment

Dear C mageshwari,

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: C mageshwari
Name: C Mageshwari
Date: 14-2-19

Encl: Annexure – I & II

Annexure- I Terms and Conditions of your appointment:

IKS HEALTH

B com comp

Date: 21st Nov, 18
Location: Hyderabad

~~HHG~~ ~~HH6028008~~
111716028008
2018-2019

Dear Jayalaxmi

Sub: Letter Of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of **Revenue Cycle Officer** commencing from June 19 or earlier.

On joining, your annual remuneration will be **INR 3,50,000/-** please refer to Annexure I (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of **Six Months** from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. 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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.
An appointment letter will be issued to you on reporting to work.
At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.
Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the offer.

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best
Thanking you,
For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE
I accept the above offer on the terms indicated.

Candidate Signature **Date**

Annexure I

SR. NO.	COMPONENTS OF PAY	PER MONTH	PER ANNUM
A	**MONTHLY ALLOWANCES / REIMBURSEMENTS**		
	Basic	9,500	114,000
	HRA	4,750	57,000
	Statutory Bonus	700	8,400
	Special Allowance	8,238	98,857
	Conveyance Allowance	1,600	19,200
	TOTAL A	**24,788**	**297,457**
B	**ANNUAL ALLOWANCES / REIMBURSEMENTS**		
	Leave Travel Allowance	792	9,500
	Lunch Allowance/ Food coupons	500	6,000
	Medical Allowance	1,250	15,000
	TOTAL B	**2,542**	**30,500**
C	**RETIRALS & BENEFITS**		
	PF (12% OF BASIC)	1,140	13,680
	GRATUITY	457	5,483
	INSURANCE (Medical/Accident/Life) - Self	240	2,880
	ESIC	0	0
	TOTAL C	**1,837**	**22,043**
D	**TOTAL CTC (A + B + C)**	**29,167**	**350,000**

Additional Benefits & Notes
Insurance Premium coverage:
1) Hospitalization Medical Insurance for an insured sum of Rs. 1.5 lakhs
2) Accident Insurance cover for self upto Rs. 3 lacs
3) Life Insurance for self only at an insured sum of Rs.10 lacs.
Insurance is subject to change as per company Policy
VIP is payable as per the prevalent policy
Transport facility for night shifts as per policy
Night shift is payable subject to you working in shifts starting after 5 pm IST
Please note that the additional PF amount equal to the company contribution will be contributed by the employee into his/her account
Gratuity is payable in accordance with the provisions of the Payment of Gratuity Act, 1972

Thanking you,

For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE

I accept the above offer on the terms indicated.

Candidate Signature **Date**

Gmail

Vennela Cy <vennelacy@gmail.com>

1117160280180
Bcom - Computers
2018-2019

Fwd: *Confidential: IBM offer process update.

2 messages

deepika deepu <deepika.g.p.3@gmail.com> Mon, Jun 10, 2019 at 12:42 PM
To: vennelacy@gmail.com

---------- Forwarded message ---------
From: **deepika deepu** <deepika.g.p.3@gmail.com>
Date: Tue 4 Jun, 2019, 6:04 PM
Subject: Re: *Confidential: IBM offer process update.
To: Praveen Babu Kaniganti <prabakan@in.ibm.com>

Yes, I confirm.

On Tue 4 Jun, 2019, 5:48 PM Praveen Babu Kaniganti, <prabakan@in.ibm.com> wrote:

Hello!

We are trying to onboard you ASAP, since there are a lot of candidates the date of joining may not be on the same day for all the candidates however, please reply to this email with your confirmation about your DOJ.

Your tentative DOJ may be at the end of 2nd week of jun.

NOTE: please reply as YES if you are available and can make it by 2nd week of Jun,

regards,

Praveen Babu K
Talent Aquisition
IBM Sales & Distribution, Human Resources
Tie-Line: 040-669-58496
e-mail: prabakan@in.ibm.com

Neither IBM India Pvt. Ltd. nor any of its subsidiaries (collectively 'IBM'), nor any authorized third party who assists with our recruitment process, ever ask candidates for 'recruitment', 'processing' or any other kind of fees in exchange for offer letters from IBM. Offer letters and other recruiting correspondence from IBM are sent from an official e-mail id and/or are printed on IBM letterhead with authentic signatures of appropriate IBM authorities.

3 attachments

noname
7K



noname
11K



noname
1K

Simran Thakur <simran29051999@gmail.com> Mon, Jun 10, 2019 at 12:45 PM

To: vennelacy@gmail.com

Sent from my iPhone

Begin forwarded message:

From: "Praveen Babu Kaniganti" <prabakan@in.ibm.com>
Date: 4 June 2019 at 5:47:57 PM IST
To: "Praveen Babu Kaniganti" <prabakan@in.ibm.com>
Subject: ***Confidential: IBM offer process update.**

Hello!

We are trying to onboard you ASAP, since there are a lot of candidates the date of joining may not be on the same day for all the candidates however, please reply to this email with your confirmation about your DOJ.

Your tentative DOJ may be at the end of 2nd week of jun.

NOTE: please reply as YES if you are available and can make it by 2nd week of Jun,

regards,

Praveen Babu K
Talent Aquisition
IBM Sales & Distribution, Human Resources
Tie-Line: 040-669-58496
e-mail: prabakan@in.ibm.com

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Name :- Ej. P. Deepika

Dept :- B.com computer (Sec A)

CGPA - 8.75

Year of passing : 2019

Placements : Registered

Proof. Mail

Phone No - 7730839953

11171602801

B. Com. Comp
2018-2019

Feb 03, 2019

HR/S/0219/416662

Pravalika g

Letter of Appointment

Dear Pravalika g,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

4.1 Proof of age;
4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
4.3 Appointment & Relieving letter of your previous employer, as applicable;
4.4 8 (eight) passport sized photographs;
4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
4.6 Photocopy of Passport, if available.
4.7 Photocopy of your Aadhaar Card with number
4.8 PF No. / UAN (Universal Account Number) of previous employment.
4.9 ESIC Number of previous employment.
4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: _____
Name: _____
Date: _____

Encl: **Annexure – I & II**

UID - 111716028015

B.Com
2018-2019

genpact
Transformation Happens Here

7/3/19

JANAGAM ROHINI

B.Com compt
2018-2019 Encampus

Letter of Intent (hereinafter referred to as 'LOI')

equent to our meeting and interview we are pleased to offer you appointment in Genpact as P.A
ct to following terms and conditions;

.Your annual fixed Cost to Company (CTC) will be 1.8LPA.

pplicability of Location specific allowances may vary according to location and/or company policy.

our initial place of work will be Hyd. Your initial process/COE would beinformed to you at the time of oining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the llowing has been agreed upon.

(i) Date of Joining : To be updated Post Pre-Hire Orientation session

(ii) Reporting Time : To be updated as per process requirements

(iii) Location :

f at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest louse can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the ccommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of mployment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the alance amount from your full and final settlement."

ou shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.

Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office as assigned to you by your supervisor ncompliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, epending upon business needs).You may however be required to attend office on your off days if the business needs so emand. In such cases, you will be eligible for compensatory off according to company policy.

s a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to rior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy n force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.

his LOI shall be subject to;

(i) You're clearing the final year graduation exams without any papers pending at the time of joining.

(ii) Producing the original final year mark sheet.

(iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on boarding (either Telephonic or in person). In event you don't appear for PHO, the company may, in its sole discretion, revoke this offer at any time without prior notice.

(iv) You're successfully completing the reference check.

.OI will be deemed to be withdrawn by the company in case you fail to clear the same irrespective of the fact that you may formally commenced your training/employment with us.

111716028017

When your success is our mission

2016-2019

Resolute B2B
DELIVERING MARKETING NEEDS

EMPLOYEE OFFER LETTER

Bcom Comp

Date: 8th March 19

Name: KAMANA HADASSAH PRABHANJANA

Dear Prabhanjana

On behalf of ***Resolute B2B***, it is my pleasure to confirm your offer of employment to you as "Lead Generation Executive", in our Hyderabad, India operation. We extend this offer, and the opportunity it represents, with great confidence in your abilities. We are pleased to appoint you on the following terms & conditions:

Designation	:	LEAD GENERATION EXECUTIVE
Cost to Company	:	2,04,000 + 2000 NSA
Proposed Compensation Break Up	:	

The compensation will be subject to applicable law or the rules of the Company in force from time to time, and as may be modified by the Company in its sole discretion from time to time. The company will make such deductions as may be necessary for compliance with State / Central tax laws.

Your appointment will be effective after 90 days of the date of joining; failing to continue after 90 days will stand automatically withdrawn.

This offer of employment is contingent upon the successful completion of your back ground screening as per the norms of the organization.

Our standard policy includes annual performance appraisals and three months of probation from the date of joining the Company.

Subject to the provisions contained in this offer, your services are terminable by either party giving one month notice or monthly gross salary in lieu thereof. No notice of resignation will be effective if given during a period of leave of absence from the Company and you will also not be eligible to proceed on such leave during the notice period.

You will abide by 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 in service which shall be binding on you.

Any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty, or incompetence in the discharge of duty on your part or the breach of any of the terms, conditions and stipulations contained herein will render you liable to termination of your employment without notice or compensation thereof.

It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.

We take great pleasure in welcoming you to our Organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

Wish you a great future.
Thanking you,

For Resolute Supply Chain LLP

(USHA B)
GM - Human Resource

08/02/2019

OFFER ACCEPTANCE

I accept the above offer and I will report for duty on _____

Signature:

Name:

Date:

Place:

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2018 - 2019
IBIPA

Date: 31 May 2019

Name: Divya Reddy Mainampati

Address:

Dear Divya Reddy Mainampati

Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 31 May 2019 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "Company").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval;
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information[1] received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

Divya
31/5/19

[1] The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

IKS
HEALTH

11716028022
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Compt
2018-2019

Mary Merline
40926
Hyderabad

2.5- Salary

Subject: Letter of Appointment

Ref: Offer Letter executed between Inventurus Knowledge Solutions Private Limited (the "Company"/"IKS Health") and yourself.

Dear Mary,

In accordance and subject to the terms and conditions of the Offer Letter executed between you and the Company as if the same are reproduced herein and incorporated by reference, we are pleased to appoint you as **Revenue Cycle Officer_AR** in Grade **11** with effect from **June 10, 2019** (the "Effective Date").

You will be on probation for a period of six (6) months from the Effective Date. Subject to your satisfactory performance, the Company may confirm your appointment or extend your probation at its sole discretion.

Your employment with the Company is based upon the information furnished by you in your employment application and all further declarations and undertakings. In the event, if any information and/or declaration is found out to be false. incorrect, misleading or fabricated, the same will lead to termination of your employment with the Company with immediate effect without notice.

The terms and conditions of your employment shall be subject to due observance and compliance with all policies, rules, regulations and procedures of the Company, which the Company may from time to time separately frame or amend in its sole discretion.

Please sign this letter in duplicate and kindly return to us one signed original.

Your failure thereafter to join the Company shall be considered as your withdrawal from the acceptance of the offer and the Company shall be entitled to take appropriate action against you including but not limited to replacement of your candidature.

We look forward to having you as part of the IKS Health team.

Yours sincerely,

For INVENTURUS KNOWLEDGE SOLUTIONS PVT LTD.

Approved and Released by

The Talent Engagement Team*

For Inventurus Knowledge Solutions Private Limited

(*This is an electronically generated document and hence not signed) I accept the above offer on the terms

indicated.

Signature Date

STATE STREET.

StateStreet Corporate Services Mumbai Pvt Ltd

Highly Confidential

Salarpuria Sattva Knowledge City Unit 1
Plot No 2 Survey No 81/3
2nd Floor Cyberabad Knowledge City
Raidurg Panmaktha Village
Ranga Reddy District Hyderabad - 500081

www.statestreet.com

B-Com. Computers

111716028023

2018-2019

EMPLOYMENT AGREEMENT

This Employment Agreement (the "Employment Agreement") is made on this May 03,2019 by and between StateStreet Corporate Services Mumbai Private Limited, a company incorporated under the laws of India and having its principal place of business at Hyderabad (the "Company"), and M Divya Vani, an individual, currently residing at Hyderabad (the "Employee").

RECITALS

WHEREAS, the Employee possesses knowledge, skill and experience advantageous to the Company.WHEREAS, the Company desires to employ the Employee as a 'Associate 1', of the Company on the terms and subject to the conditions set forth in this Employment Agreement and the Employee is willing to be so employed by the Company. NOW, THEREFORE, in consideration of the promises, mutual agreements and covenants contained in this Employment Agreement and other good and valuable consideration (the receipt and sufficiency of which is hereby mutually acknowledged), the Company and the Employee hereby agree as follows:

AGREEMENTS

1 Employment

a) Subject to the terms and conditions of this Employment Agreement, the Company hereby employs the Employee as 'Associate 1', and the Employee hereby agrees to serve the Company in such capacity, as an employee at will , for the period commencing May 27,2019 (the 'Effective Date') and until termination of this Employment Agreement by the Employer, (the 'Employment Term').

b) The Employment Term includes a three (3) month probation period (the "Probation Period") which shall commence from the Effective Date, following which the Company may, in its sole discretion, either extend the Probation Period for any period of time (the "Extended Probation Period") or confirm the Employee's employment with the Company.

c) Subject to Section 8 of this Employment Agreement, the Employee's employment with the Company shall, after the completion of the Probation Period and after the completion of the Extended Probation Period, if any, be deemed to have been confirmed unless the Employee, within a period of fifteen (15) days after the completion of the Probation Period and within a period of fifteen (15) days after the completion of the Extended Probation Period, if any, receives a notice of termination of his/her employment with the Company

111716028023
Bcom - Computers
2018 - 2019

STATE STREET.

State Street Corporate Services (India) Pvt. Ltd.

Highly Confidential

Salarpuria Sattva Knowledge City Unit 1
Plot No 2 Survey No 81 3
2nd Floor Cyberabad Knowledge City
Raidurg Panmaktha Village
Ranga Reddy District Hyderabad 500081

www.statestreet.com

Exhibit "A"

Name	**M Divya Vani**
Designation	**Associate 1**

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	105,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**300,000**

☆ Allowances are subject to all applicable taxes. LTA is non-taxable only if proof of actual expenditure is provided.

Variable Bonus:

★ Incentive Compensation (IC): Based on your performance and other business metrics, you may be entitled to an IC. IC is payable only upon achievement of certain objectives and goals and therefore the management enjoys an absolute right in the matters of awarding the IC. This IC is subject to taxation.

Benefits:

★ As a part of the benefits scheme, you will be eligible for Sodexo card with a Monthly credit of Rs. 1,500

★ Coverage under Group Personal Accident policy of upto 3 times of annual Gross salary

★ Coverage under Group Term Life Policy of upto 5 times of annual Gross salary

★ Hospital Insurance coverage of INR 500,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

I hereby confirm my agreement with the terms and conditions of employment set out in this letter

Sign :

Name : M Divya Vani

Date :

111716028025
2019-2020

Feb 12, 2019

HR/S/0219/416699

Nisha pareek

B.Com Computer

Letter of Appointment

Dear Nisha pareek,

1.0 Appointment: We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 Date of Appointment: Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 Initial Posting & Reporting: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 Documentation: You are required to furnish the following at the time of joining duty–

4.1 Proof of age;

4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;

4.3 Appointment & Relieving letter of your previous employer, as applicable;

4.4 8 (eight) passport sized photographs;

4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.

4.6 Photocopy of Passport, if available.

4.7 Photocopy of your Aadhaar Card with number

4.8 PF No. / UAN (Universal Account Number) of previous employment.

4.9 ESIC Number of previous employment.

4.10 Any other documents as may be required by the Company.

5.0 Terms and Conditions of Employment: All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: Nisha

Name: Nisha pareek

Date: 13/6/2019

Encl: Annexure – I & II

B.COM COMPL

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B.Com Comp

InfoLogitech

InfoLogitech India Private Limited
B1002, The Platina, Gachibowli, Hyderabad –500032

06th June 2019

Congratulations! Welcome to InfoLogitech

Dear **Ankith Prakash ,**

We are pleased to offer you employment in our organization as **HR-Associate** Your annual compensation in terms of cost to the company will be: Rupees **3,60,000/-** (Rupees Three Lakh Sixty Thousand only) per annum.

We welcome you to Infologitech team and strongly feel your membership will enhance value of the company. Please report to duty by 5:30 PM on 10th June 2019 at our office or at the client place as advised by your Reporting Manager.

Your services are subject to transfer to any of the divisions of the company in the country or abroad.

Your Annual Compensation referred in Annexure-A.

You are required to enter into a detailed agreement with the company comprising the terms and conditions of your employment, as specified in Annexure-B.

List of documents required at the time of joining mentioned in Annexure-C.

Your offer stands withdrawn after 12th June 2019, unless the date is extended and communicated to you in writing.

Kindly acknowledge the acceptance of this Offer of Appointment by signing the offer copy.

We look forward to having you with us at Infologitech (INDIA) Private Ltd. Wish you a long and mutually beneficial relationship.

Yours Truly,

Hari Krishna Gurajala
Sr.Vice-President
Infologitech (INDIA) Private Limited

Signature (Name) Date

InfoLogitech

InfoLogitech India Private Limited
B507, The Platina, Gachibowli, Hyderabad –500032

25 October 2019

Congratulations! Welcome to InfoLogitech

Dear B Vishal Kumar,

We are pleased to offer you employment in our organization as **HR Associate.** Your annual compensation in terms of cost to the company will be: Rupees **3,60,000/-** (Rupees Three Lakhs Sixty thousand only) per annum.

We welcome you to InfoLogitech team and strongly feel your membership will enhance value of the company. Please report to duty by 5:30 PM on 29th October 2019 at our office or at the client place as advised by your Reporting Manager.

Your services are subject to transfer to any of the divisions of the company in the country or abroad.

Your Annual Compensation referred in Annexure-A.

You are required to enter into a detailed agreement with the company comprising the terms and conditions of your employment, as specified in Annexure-B.

List of documents required at the time of joining mentioned in Annexure-C.

Your offer stands withdrawn after 31st October 2019, unless the date is extended and communicated to you in writing.

Kindly acknowledge the acceptance of this Offer of Appointment by signing the offer copy.

We look forward to having you with us at InfoLogitech (INDIA) Private Ltd. Wish you a long and mutually beneficial relationship.

Yours Truly,

Hari Krishna Gurajala
Sr.Vice-President
InfoLogitech (INDIA) Private Limited

Signature (Name) Date

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2018 - 2019

Annexure IV

Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)

Intellectual Property related Undertaking

By this undertaking **(Undertaking)**, I agree, acknowledge and undertake as follows:

1. If at any time in the course of my employment with the Company, I make or discover or participate in the making or discovery of any Intellectual Property, I:
   i. Will promptly make full and complete disclosure about the Intellectual Property to the Company; and
   ii. Hereby agree that all such Intellectual Property will be the absolute property of the Company and that I shall have no rights with respect to such Intellectual Property.

   The term 'Intellectual Property' means and includes inventions (whether patentable or not), copyrightable works, improvements, developments, discoveries, proprietary information, trade marks, logos, know how, processes, designs, utility models, mask work rights, rights in databases and moral rights and all works, whether present or arising in future (whether or not , patent, copyright or other similar protection has been applied for registration or granted registration) or forms of protection having equivalent effect anywhere in the world. For the avoidance of doubt, this Undertaking does not limit my moral rights to the extent permitted by law.
2. I will do all things necessary, at the Company's request and expense (whether during or after the term of your employment) to ensure that all rights in the Intellectual Property vest in the Company including without limitation: (a) execution of necessary documents and written confirmations; (b) execution of powers of attorney or letters of authority in favour of the Company or its nominees to make applications for registration of such Intellectual Property or enforcing the Company's rights in such Intellectual Property; (c) joining in any action to perfect or enforce the Company's rights in the Intellectual Property. I agree that the benefits of any proceeds from any action that the Company takes in relation to enforcing its rights in the Intellectual Property belong exclusively to the Company. I further agree that the Company's rights granted by me by this Undertaking will not be impaired by any non-use of the Intellectual Property vested in the Company.
3. I agree that payment of remuneration by the Company to me includes consideration for the rights granted by me under this Undertaking and that there are, in addition, no royalties or any other payments that are due or will accrue to me in consideration of the rights granted by me under this Undertaking.
4. Where I have any moral rights under law with respect to any such Intellectual Property, I hereby waive any such rights to the fullest extent permitted by law from time to time. Even where law does not permit such waiver of moral rights, I hereby undertake not to exercise such moral rights in any manner that is inconsistent with the vesting of the Intellectual Property rights in the Company.
5. I will not do anything that is inconsistent with the rights granted by me under this Undertaking or otherwise take advantage of any legal possibility of staking a claim or right over any part of the rights in the Intellectual Property assigned to the Company under this Undertaking.

I will not use any Intellectual Property otherwise than in relation to the Company's business and will use the Company's Intellectual Property only in accordance with the Company's instructions from time to time or the Company's policies for the time being in force.

ACKNOWLEDGED AND AGREED

Signature :.....

Name : Clinton Ebnazer

Date : June 20, 2019

StateStreet Corporate Services Mumbai Pvt Ltd.
3rd Floor, 6B RMZ Ecoworld,
Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103
www.statestreet.com

Highly Confidential

111716028037

B.Com Comp

LETTER OF INTENT

Name:	Deevakar Kumar Jha	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Deevakar Kumar Jha

Date:

Always Designing for People™

-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

Mr. Enoch David,
H No 5-12-78/45,
Surya Nagar, Sainikpuri,
Hyderabad 500094.

1117160280 38
2018-2019

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Dear Enoch,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Enoch David

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

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-COPY-

Details of Compensation

Name: Enoch David
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*

*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*

**** PF will be deducted as per the statutory norms*

 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Tax Slab & Tax Regulations

Enoch David

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Enoch David

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Enoch David

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Enoch David

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CIN: U72200TG2015PTC101168

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-COPY-

ADP Private Limited
Regd. Office : 6-3-1091 /C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 406757 0000
adp.com

UID:- 111716028045
2018-2019.

B Com Comp

Mr. Harsh Verma,
#104,
Sark Heights Two, Kondapur,
Hyderabad 500032.

Dear Harsh,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Harsh Verma

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Details of Compensation

Name: Harsh Verma
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*
**** PF will be deducted as per the statutory norms*
 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP
Total CTC is computed at 100% VPI payout
Tax will be applicable as per Tax Slab & Tax Regulations

Harsh Verma

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

Gratuity: Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

8. Flexible Benefits

The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

Harsh Verma

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Harsh Verma

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

16. Relocation Assistance

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You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Harsh Verma

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

IKS HEALTH

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B Com
Comp
2018-2019

Date: 21/Nov/18
Location: ~~Airoli~~ Hyd

Dear Jerry Sai Vamshi,

Sub: Letter of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of **Revenue Cycle Officer** commencing from June 2019 or earlier.

On joining, your annual remuneration will be **INR 3,50,000/-** please refer to Annexure I (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of **Six Months** from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. 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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.
An appointment letter will be issued to you on reporting to work.
At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.
Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the offer.

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best.
Thanking you,
For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE
I accept the above offer on the terms indicated.

Candidate Signature **Date**

Annexure I

SR. NO.	COMPONENTS OF PAY	PER MONTH	PER ANNUM
A	**MONTHLY ALLOWANCES / REIMBURSEMENTS**		
	Basic	9,500	114,000
	HRA	4,750	57,000
	Statutory Bonus	700	8,400
	Special Allowance	9,030	108,357
	Conveyance Allowance	1,600	19,200
	TOTAL A	**25,580**	**306,957**
B	**ANNUAL ALLOWANCES / REIMBURSEMENTS**		
	Lunch Allowance/ Food coupons	500	6,000
	Medical Allowance	1,250	15,000
	TOTAL B	**1,750**	**21,000**
C	**RETIRALS & BENEFITS**		
	PF (12% OF BASIC)	1,140	13,680
	GRATUITY	457	5,483
	INSURANCE (Medical/Accident/Life) - Self	240	2,880
	TOTAL C	**1,837**	**22,043**
D	**TOTAL CTC (A + B + C)**	**29,167**	**350,000**

Additional Benefits & Notes

Insurance Premium coverage:

1) Hospitalization Medical Insurance for an insured sum of Rs. 1.5 lakhs

2) Accident Insurance cover for self upto Rs. 3 lacs

3) Life Insurance for self only at an insured sum of Rs.10 lacs.

Insurance is subject to change as per company Policy

VIP is payable as per the prevalent policy

Transport facility for night shifts as per policy

Night shift is payable subject to you working in shifts starting after 5 pm IST

Please note that the additional PF amount equal to the company contribution will be contributed by the employee into his/her account

Gratuity is payable in accordance with the provisions of the Payment of Gratuity Act, 1972

All incidences of tax will be borne by the employee as per prevalent rules

Thanking you,

For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE

I accept the above offer on the terms indicated.

Signature **Date**
Candidate Signature

111716028050

STATE STREET.

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StateStreet Corporate Services Mumbai Pvt Ltd

3rd Floor, 6B RMZ Ecoworld
Outer Ring Road, Varthur Hobl
Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

LETTER OF INTENT

Name:	K Karthik	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
atuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

e are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: K Karthik

Date:

CIN:U74130KA2007PTC043738

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STATE STREET.

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StateStreet Corporate Services Mum
3rd Floor, 6B RM
Outer Ring Road, V
Bangalore E Taluk, Bangal
www.stat

LETTER OF INTENT

Name:	Komuravelly Vamshi	**Date of Joining:**	June'2019 - October
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	
Home Rental Allowance	4,375	
Leave Travel Allowance	1,458	
Statutory Bonus	1,750	
Special Allowance	7,197	
Employee State Insurance- Company Contribution	-	
Provident Fund - Company Contribution	1,050	
Gratuity - Company Contribution	420	
GUARANTEED CASH (TOTAL COMPENSATION)	25,000	

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accider Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Sel two Children and Parents (sub limits for parents).

Note:
1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Str corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performan

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request yo your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

WPS Office
Free download, small size, good compatibility
Download

genpact
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Date: 31 May 2019

Name: Pallavi K S

Address:

Dear Pallavi K S

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Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 31 May 2019 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "Company").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval;
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information[1] received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

Pallavi K S
31/5/19

[1] The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

- You accept and agree not to disclose and hereby assign to the Company for its exclusive ownership, on a royalty-free, worldwide, perpetual basis all my rights, title and interest including Intellectual Property Rights[2] arising in any work developed or conceived by me solely or jointly with others, in any medium or format now known or later developed during the period and in the course of my enrolment as apprentice (1) that are along the lines of the businesses, work or investigations of the Company or its affiliates or its customers, to which my engagement relates or as to which I may receive or have access to information due to my engagement, or (2) that result from, are correlated to or are suggested by any training undertaken or any job done during the course of the training which I may do for the Company or its customers, or (3) that are otherwise made through the use of Company time, facilities, tools, processes, information or materials.
- You hereby agree to execute all necessary papers and otherwise provide proper assistance (at the Company's expense) during and subsequent to your enrolment, to enable the Company to obtain for itself or its affiliates and nominees, patents, copyrights, trade- marks, domain names or other legal protection or recognition for such Intellectual Property in any and all countries. You agree to waive all moral rights to which you may be entitled under the law or any relevant jurisdiction for the Intellectual Property.
- You confirm that there is no litigation /conviction against you before any Court of law which involves any criminal offence or offences involving moral turpitude.
- You confirm that you have disclosed fully all of your business interests to the Company, filled and submitted the Company's standard disclosure form, whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and you or any immediate relatives.
- You undertake to refrain from any other activities which would present a conflict of interest with your training for and on behalf of the Company. You should make a full disclosure of any outside engagement/employment or business activities to your supervisor before commencing any such activity.
- You will be required to apply and maintain the highest standards of personal conduct and integrity and keep yourself informed and comply with all Company policies and procedures.
- You agree and hereby provide your consent to process including collecting, recording, storing, utilizing, sharing or transferring any Personal Identifiable Information (defined as information associated with your name or personal identity including your date of birth, address/e-mail address, telephone number, unique government issued number, passport details, driving license number) and any Sensitive Personal Data or Information (namely, password, financial information such as bank account, physical, physiological and mental
health condition, sexual orientation, medical records and history, biometric information) which may be in the possession of the Company or obtained in future. Such information shall be processed by the Company strictly on a need to know basis and retained till required for business purposes including statutory requirements pertaining to compensation and benefits, and can be transferred, on a business need to Company's subsidiary / affiliated companies, business partners, consultants and its customers (where specifically requested) with obligations to maintain similar level of protection. You will have full rights to access and review your data, update it and the right to withdraw this consent, if necessary.

Pallavi. KB
31/5/19

[2] "Intellectual Property Rights" means all right, title and interest to intellectual and industrial property rights recognized in any jurisdiction including any inventions, technical or business innovations, business methods or processes, (whether or not patentable), copyrights, neighbouring rights, mask work rights, moral rights, trademarks, trade names, service marks, domain names, industrial designs, trade secrets including any processes, techniques, technology, algorithms, software, know-how, methodology, toolkit, tools, module, manual, documentation, data or database and including any enhancement, improvement, modification, adaptation or derivative work thereof, whether registered or unregistered (including applications for, and registrations, extensions, renewals, and re-issuances of, the foregoing).

genpact
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- Your records and information will be kept secure and handled strictly in accordance with the Company's Data Classification Guidelines and Data Privacy Policy.
- The working hours, leave and holidays applicable to you will be as per the policies of the Company (and particular training) which would be intimated to you from time to time.
- You acknowledge that in the event of any misconduct or violation of the applicable policies, the Company can in its sole discretion, suspend the Apprentices Contract and your enrolment for the period the matter is referred to the authorities under the Act and the Rules.
- You shall not represent the Company before any other party and shall not bind the Company in any manner during your enrolment with the Company as apprentice. Pursuant to expiration or earlier termination of the Apprentices Contract, you agree not to represent yourself as having any connection with the Company, save as a former apprentice for the purpose of communicating with prospective employers or complying with any applicable statutory requirements.
- Upon expiration or earlier termination of the Apprentices Contract, for any reason whatsoever, or if so requested by the Company earlier, you will immediately return any and all property of the Company (including Confidential Information, as defined herein) which may be in your possession, custody or control.

FOR Genpact India Private Limited

Name: VIBHUTI JAIN
Designation: AM

Acknowledged and agreed,

Pallavi K S 31/5/19.

Name: Pallavi K S

Address:

UID:-111716028055

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Feb 06, 2019

HR/S/0219/416862

P.niharika

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Letter of Appointment

Dear P.niharika,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure–II.

2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.

3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.

4.0 **Documentation:** You are required to furnish the following at the time of joining duty–

- 4.1 Proof of age;
- 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
- 4.3 Appointment & Relieving letter of your previous employer, as applicable;
- 4.4 8 (eight) passport sized photographs;
- 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
- 4.6 Photocopy of Passport, if available.
- 4.7 Photocopy of your Aadhaar Card with number
- 4.8 PF No. / UAN (Universal Account Number) of previous employment.
- 4.9 ESIC Number of previous employment.
- 4.10 Any other documents as may be required by the Company.

5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

Sai Prasad Samudrala
Deputy Manager - Human Resources
Hinduja Global Solutions Limited

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein
Signature: [signature]
Name: P. NIHARIKA
Date: 18/2/19

Encl: Annexure – I & II

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APPOINTMENT LETTER

August 7, 2019

Dear **Pooja Varma**,

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,

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

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Info a Private Limited
B100 Sachibowli, Hyderabad –500032

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07th May 2019

Congratulations! Welcome to InfoLogitech

Dear **Pushpa Nath ,**

We are pleased to offer you employment in our organization as **HR-Associate** Your annual compensation in terms of cost to the company will be: Rupees **3,60,000/-** (Rupees Three Lakh Sixty Thousand only) per annum.

We welcome you to Infologitech team and strongly feel your membership will enhance value of the company. Please report to duty by 5:30 PM on 08th May 2019 at our office or at the client place as advised by your Reporting Manager.

Your services are subject to transfer to any of the divisions of the company in the country or abroad.

Your Annual Compensation referred in Annexure-A.

You are required to enter into a detailed agreement with the company comprising the terms and conditions of your employment, as specified in Annexure-B.

List of documents required at the time of joining mentioned in Annexure-C.

Your offer stands withdrawn after 10th May 2019, unless the date is extended and communicated to you in writing.

Kindly acknowledge the acceptance of this Offer of Appointment by signing the offer copy.

We look forward to having you with us at Infologitech (INDIA) Private Ltd. Wish you a long and mutually beneficial relationship.

Yours Truly,

Hari Krishna Gurajala
Sr.Vice-President
Infologitech (INDIA) Private Limited

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GUS EDUCATION
INDIA

www.GUSEducationIndia.com
info@GUSEducationIndia.com
+91 40 6780 5500

Date – 2nd November 2021

To,

Sanjana Raj T

Dear Sanjana Raj T,

Following our recent recruitment process, I am delighted to offer you the position of **Student Information Officer** on a permanent basis with GUS Education (India) LLP. We confirm your start date on **2nd December 2021.**

Your salary for this position will be as per the annual compensation structure in Annexure A which is enclosed with this offer letter. All other terms and conditions relating to this offer of employment can be found in your contract of employment which will be sent to you once the background checks have been made and your start date has been confirmed.

Please complete the attached new starter form and background checking form. All offers of employment are subject to proof of eligibility to work in India and the receipt of two satisfactory references. Please take some time to complete these forms electronically and email them to myself as soon as possible.

We will confirm with you that the paperwork has been completed and will confirm your joining arrangements. On your joining day, we will also photocopy your ID documents: Your Aadhar Card, passport, visa (if applicable), your academic certificates and a copy of your bank statement confirming your current address.

Finally, please email a JPEG photograph of yourself which is close up, front facing and professional. This will be used to create your ID card, which all staff are required to wear at all times whilst on company premises. Your ID card will be ready for collection at the start of your employment.

We will look forward to working with you. If you have any questions regarding the content of this letter, please don't hesitate to contact me.

Yours sincerely,

Shashi Jaligama
Managing Director

IKS HEALTH

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Date: 22nd Nov'18
Location: Hyderabad

Dear SHERLY ANTHONY

Sub: Letter Of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of **Revenue Cycle Officer** commencing from July'19 or earlier.

On joining, your annual remuneration will be **INR 3,50,000/-** please refer to Annexure I (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of **Six Months** from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. 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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.
An appointment letter will be issued to you on reporting to work.
At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.
Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the offer.

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best
Thanking you,
For Inventurus Knowledge Solutions Pvt. Ltd.

Sudip Datta
VP-Talent Acquisition CoE
I accept the above offer on the terms indicated.

Candidate Signature **Date**

Annexure I

SR. NO.	COMPONENTS OF PAY	PER MONTH	PER ANNUM
A	**MONTHLY ALLOWANCES / REIMBURSEMENTS**		
	Basic	9,500	114,000
	HRA	4,750	57,000
	Statutory Bonus	700	8,400
	Special Allowance	8,238	98,857
	Conveyance Allowance	1,600	19,200
	TOTAL A	**24,788**	**297,457**
B	**ANNUAL ALLOWANCES / REIMBURSEMENTS**		
	Leave Travel Allowance	792	9,500
	Lunch Allowance/ Food coupons	500	6,000
	Medical Allowance	1,250	15,000
	TOTAL B	**2,542**	**30,500**
C	**RETIRALS & BENEFITS**		
	PF (12% OF BASIC)	1,140	13,680
	GRATUITY	457	5,483
	INSURANCE (Medical/Accident/Life) - Self	240	2,880
	ESIC	0	0
	TOTAL C	**1,837**	**22,043**
D	**TOTAL CTC (A + B + C)**	**29,167**	**350,000**

Additional Benefits & Notes
Insurance Premium coverage:
1) Hospitalization Medical Insurance for an insured sum of Rs. 1.5 lakhs
2) Accident Insurance cover for self upto Rs. 3 lacs
3) Life Insurance for self only at an insured sum of Rs.10 lacs.
Insurance is subject to change as per company Policy
VIP is payable as per the prevalent policy
Transport facility for night shifts as per policy
Night shift is payable subject to you working in shifts starting after 5 pm IST
Please note that the additional PF amount equal to the company contribution will be contributed by the employee into his/her account
Gratuity is payable in accordance with the provisions of the Payment of Gratuity Act, 1972

Thanking you,
For **Inventurus Knowledge Solutions Pvt. Ltd.**

Sudip Datta
VP-Talent Acquisition CoE
I accept the above offer on the terms indicated.

Candidate Signature **Date**

EBUTOR

11171628077

Offer of Trainee
Private & Confidential

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Date: April 22, 2019.

Ms. Reethu Vadakkan John,
Vadakkan House, Near RC Church,
Kottappadi, Thrissur, Kerala – 680505.

Dear **Reethu,**

As per your discussions with us, we are pleased to offer you **Trainee** in our company with effect from **April 22, 2019.**

Just as it gives us pleasure in bringing you into our fold, we wish to share with you the detailed terms & conditions of Ebutor Training Program.

TERMS & CONDITIONS OF EBUTOR TRAINING PROGRAM

1. **PROGRAM:** Your position title will be '**Trainee - Commercial** 'and you will be provided with Ebutor standard computing facilities and desk space. You will be assigned to a **Mentor** who will guide you through the training program with training interventions, assigning tasks, reviewing progress and providing feedback.

2. **TRAINING PERIOD:** Your period of training will be for **6 months (April 22, 2019 to October 22, 2019)** and Your annual CTC will be **Rs.1,44,000**/- (Rupees One Lakh Forty Four Thousand Only) During the training period your progress will be reviewed periodically and the company has a right to terminate for performance / breach of Internship Terms without any notice.

3. **CONFIRMATION:** Based on the review of your performance and on successful completion of Training, Ebutor at its sole discretion, may choose to confirm you with a Full-Time opportunity as per the company guidelines for the employment.

4. **SALARY, BONUS & POSITION:** Upon confirmation, your title and position shall be '**Executive – Commercial'** and your annual base salary will be **Rs. 2,40,000/- (Rupees Two Lakhs Forty Thousand Only).**

5. **RULES AND REGULATIONS:** Your services during the prohibition will be governed by the Service Rules and Regulations which may be brought in force or amended from time to time, as applicable to all employees of the company as per the policy and procedure manual.

Reethu

6. **HOURS:** Each working day from Monday through Saturday will be nine-hour work day with one-hour lunch break. These timings are at the discretion of the Managing Director and should normally consist of a 54 hours' work week.

7. **HOLIDAYS:** The Company observes 8 holidays during the year, and allows an intern one (2) optional holiday which (s) he can avail any day during the internship for religious activities / social activities, as per the policy in force.

8. **GENERAL:** During the course of your internship you will employ yourself efficiently, honestly, faithfully and to the best of your ability and shall devote your whole time and attention to promote the interest of the company and generally carry our duties and work as assigned to you and shall obey and comply with all the lawful orders and directions given to you by the concerned superiors in the company.

9. **PLACE OF POSTING AND TRANSFER:** Your posting at present is at **Hyderabad.** During your internship with this company, you may be posted or transferred/attached to any other company of Ebutor or to any of the offices/subsidiaries units/associates offices of the company, to any town or city in India or abroad, at the sole discretion of the Management. While working in another company on transferred/attached, you shall be entitled to emoluments and perks as applicable in transferred/attached company and for all purposes you shall be deemed to be a intern with the company transferred/attached.

10. **MORAL RESPONSIBILITY & HONESTY:** You are expected to deal with company's money, material and documents with utmost honesty and professional ethics. Your service may be dispensed with any time without any previous notice if you are found guilty of gross indiscipline, fraud misappropriation or acting against the interest of the company.

11. **OTHER EMPLOYMENTS:** During the period of your internship you will not work directly or indirectly for any other person, firm, company or organization whether with or without remuneration nor will you engage yourself or be interested directly in any trade or business, either as employer or employee or partner or advisor or any other capacity.

12. **INVENTION & DISCOVERIES:** During internship with Ebutor, you will promptly disclose it and assign to it your interest in any invention, improvement or discovery made or conceived by you either alone or jointly with others, which arises out of any proceeding relating to such invention, improvement or discovery and in obtaining domestic and foreign patent or other protection covering the same.

(Trainee)

13. MEDICAL FITNESS: You are required to continuously maintain yourself in a state of medical/physical/mental fitness so as perform well and to discharge your responsibilities adequately while in internship. If at any point of time during your internship you are found to be medically unfit for the job or the role assigned to you, then your internship can be terminated as per the company rules, notwithstanding anything mentioned in this letter otherwise.

14. SECRECY: You will not give anyone, by word of mouth, writing, facsimile any devices or otherwise any particulars or details, which you acquire during the course of your internship of our working systems, technical knowhow, security arrangements, administrative and or organization matters or our and our clients whether confidential, secret or otherwise, either during your internship with Company or afterwards.

You are advised to read this letter carefully and if the terms and conditions are acceptable to you please sign the duplicate copy as a token of you having understood and accepted the same.

You are required to contact HR department on the date of your joining. You would be required to bring the following:

I. Attested photocopies of educational certificates (Class X onwards)
II. One recent passport size photograph
III. Passport details
IV. Driving License copy

This offer for internship given to you by the Company is subject to successful completion of background investigation, and verification/authentication of all facts, particulars, details and documents submitted by you. Submission of any wrong or false facts/particulars/details or fake/forged documents or any other misrepresentation of any nature whatsoever, including but not limited to, suppression of any facts details/particulars/documents shall result in automatic disqualification from further consideration of your candidature of for withdrawal of the offer of internship (if any) or for immediate termination from internship without recourse. This is without prejudice to all other rights and remedies which the company may have against you.

Further, in such an event, you shall be responsible to pay Ebutor for all financial expense and damage incurred by Ebutor in your training, dislocation of customer projects, and any direct, indirect, and consequential costs. You shall also not claim any compensation from Ebutor in the above circumstance.

Reethu

(Trainee)

EBUTOR

Offer of Trainee
Private & Confidential

Non Smoking Policy: The Company has decided that smoking is prohibited in the work place.

The Company reserves the right to change the terms and conditions of training and its policies and procedures at any time.

Should you require further information or have any queries, please do not hesitate to contact our HR desk.

We are quite excited about your decision to be associated with the Company and wish you a long and successful career with our Company.

We wish the very best for you in your career with us.

Yours sincerely,

For Ebutor Distribution Private Limited

Sudheer Mareddi
Managing Director

(Trainee)

Always Designing for People™

COPY

111716028081
2018 - 2019

ADP Private Limited
Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082
Phone : +91 40 6757 0000
adp.com

B. Com Computer.

Mr. Louis Anastious,
D-401, Surya Enclave,
Hasmathpet, Water Work Office,
Hyderabad 500011.

Dear Louis,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	G1 L1
Date of Joining:	On or Before 12 August, 2019
Compensation:	Gross Compensation of Rs.2,25,000/- (Rupees Two Lakhs Twenty Five Thousand Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached)
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining. During this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side. ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincerely,

Vipul Singh
(Vice President & Head HR)

Accepted

Louis Anastious

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COPY

Details of Compensation

Name: Louis Anastious
Position: Process Associate
Grade: G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	4,690	56,280
• House Rent Allowance (40% of Basic Salary)	1,876	22,512
• Flexible Benefits**	2,207	26,484
• Special Allowance	4,342	52,104
B. Bonus (20% of Basic Salary paid monthly)	938	11,256
C. Standard Benefits		
• Provident Fund***	1,346	16,152
• Gratuity	226	2,712
Gross Compensation (A+B+C)	15,625	**1,87,500**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	22,500	39,375
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##		**2,25,000**		

** Indian Rupees*

*** Flexible Benefits include Leave Travel Allowance and Child Education Allowance*

**** PF will be deducted as per the statutory norms*

 # These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Tax Slab & Tax Regulations

Louis Anastious

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.
For those members who joined the organization after January 1st, Leave entitlement for the period between your Start date and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You will be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

Louis Anastious

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

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16. Relocation Assistance

If you are joining from outside Hyderabad, you may avail the organization-paid accommodation for two weeks. To avail the facility, you need to send an e-mail to Hyderabad_Admin_Team@ADP.com, confirming your requirement for such accommodation at least 15 days prior to the Start date.

You are eligible for relocation assistance towards travel, expenses towards movement of goods and household articles (including insurance), brokerage, per diem and miscellaneous expenses subject to a maximum amount up to Rs. 20,000. if you are relocating with your family (dependant parents/in-laws, spouse & kids). If you are relocating without your family, you can claim up to Rs. 10,000. The claims are subject to submission of original bills (wherever applicable).

In case you leave the organization, for any reason, within one year, you will be required to refund the relocation amount to the organization.

Louis Anastious

Building No. 3, SP Infocity, Phursungi, Pune-Saswad Road, Pune - 412308, Ph: +91 20 6757 5444
CIN: U72200TG2015PTC101168

InfoLogitech

InfoLogitech India Private Limited
B1002, The Platina, Gachibowli, Hyderabad –500032

B. Com. Comp
111716028086
2018 - 2019

07th May 2019

Congratulations! Welcome to InfoLogitech

Dear **Pankaj Sankla ,**

We are pleased to offer you employment in our organization as **HR-Associate** Your annual compensation in terms of cost to the company will be: Rupees **3,60,000/-** (Rupees Three Lakh Sixty Thousand only) per annum.

We welcome you to InfoLogitech team and strongly feel your membership will enhance value of the company. Please report to duty by 5:30 PM on 08th May 2019 at our office or at the client place as advised by your Reporting Manager.

Your services are subject to transfer to any of the divisions of the company in the country or abroad.

Your Annual Compensation referred in Annexure-A.

You are required to enter into a detailed agreement with the company comprising the terms and conditions of your employment, as specified in Annexure-B.

List of documents required at the time of joining mentioned in Annexure-C.

Your offer stands withdrawn after 10th May 2019, unless the date is extended and communicated to you in writing.

Kindly acknowledge the acceptance of this Offer of Appointment by signing the offer copy.

We look forward to having you with us at Infologitech (INDIA) Private Ltd. Wish you a long and mutually beneficial relationship.

Yours Truly,

Hari Krishna Gurajala
Sr.Vice-President
Infologitech (INDIA) Private Limited

Signature (Name) Date

Letter of Employment

111716228092
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2018 - 2019

Date : 13 May 2019,

Mr. Shiva Samudrala
H.NO: 3-5-243/1,NFC Main Road,
H.B Colony,Moula - All,
Hyderabad, Telangana - 500049
Mobile No: 8008045679, Email: shivasamudrala09@gmail.com.

Dear Mr.Shiva Samudrala.

A very Warm Welcome to StonePlus Enterprises Private Limited!!!

With reference to application and subsequent interview, we would like to appoint you in our organisation on the following terms and conditions.

Designation: "India Operations - Executive"

Date of Joining: 13 May 2019.

You will be reporting to General Manager - India Operations Team.

Compensation:

1. Your annual cost to the company will be Rs. 2,70,000 (In words Rs Two Lakh Seventy Thousand Only) Per Annum.
2. Salary, allowances or any other remuneration paid/payable to you having cutoff date as on 31st March of every year will be subject to the deductions such as Income Tax, Professional Tax and other statutory deductions.

Place/Transfer:

1. Your initial place of work will be at Corporate Office.
2. During the course of the service, you shall be liable to be posted/transferred anywhere in India or abroad to the establishment of the company or associate companies to serve any of the Company's work, at the sole discretion of the Management.

Leaves: You will be entitled to take leave as per the company policy and guidelines.

PSV Holidays

02 May, 2019

To,
CH. Yamini
Plot No 301, Emerald Block,
Vensai Projects, Kompally,
Hyderabad - 500014

Subject: Appointment for post of Executive - Operation

Dear Ms Yamini,

We are pleased to offer you, the position of Executive operations with **P S V Holidays** (the "Company") on the following terms and conditions.

1. Commencement of employment

Your employment will be effective, as of 05th May, 2019

2. Job title

Your job title will be **Executive Operations**.

3. Salary

Your salary and other benefits will be Rs 20,500/- PM.

4. Place of posting

You will be posted at Kompally, Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

5. Hours of Work

The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 09.30 Hrs. to 18.00 Hrs. and you are expected to not less than 8 Hrs. hours each week, and if necessary for additional hours depending on your responsibilities.

Gmail 111716030004

bobbili deepthi <deepthibobbili04@gmail.com>

Cognizant Offer Letter

TalentAcquisitionGroup@cognizant.com <TalentAcquisitionGroup@cognizant.com>
To: deepthibobbili04@gmail.com

Wed, Jun 12, 2019 at 4:44 AM

B.com.
IAF

Dear B.,

Warm greetings from Cognizant!

Congratulations and welcome to Cognizant family!! Attached is the soft copy of the offer letter. We are sure that there will be a lot of mutual value adds with the beginning of your association with Cognizant!

While you read through the offer, we would like you to make a note of the following,

The offer made is based on internal parity and the overall structure in Cognizant. Cognizant incentives schemes are the best in the industry. One of the major USP is our Annual Bonus - It is here we try and reward those who have performed outstandingly.

You will shortly receive a mail from CognizantHR@cognizant.com to help you with the pre-joining formalities with us.

National skill registry: Please be informed that it is mandatory for you to register with NSR (National Skills Registry) and obtain an IT PIN number. If you have already registered with NSR and possess an IT PIN number, please share it with your recruiter. If you do not have one, please complete the registration process using the URL https://nationalskillsregistry.com/ within 20 days on receipt of the offer letter and intimate the same to us.

Please email your recruiter at Gurpreeth.Kalsi@cognizant.com for any further clarifications or queries.

Best Regards
Cognizant HR - Talent Acquisition Group

Replies to this message are undeliverable and will not reach the Talent Acquisition Group. Please do not reply.

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5 attachments

B. Deepthi.pdf
74K

Annexure B.PDF
422K

FAQs.PDF

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Deloitte.

Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

04/06/2019

Ms. Alekya Settipalli
D No. 01-057/8/301, 3Rd Floor(Opp. Ramchandra Residency), Harivillu Homes
Hi Tension Road, Pet Basheerabad, Secunderabad,
Hyderabad - 500067

Subject: Offer of Employment

Dear Alekya Settipalli:

On behalf of **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Audit Assistant - AERS** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 26, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.4,00,008**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 26, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

DocuSign Envelope ID: 4B6E6106-047A-43DF-B543-94A40D67E1E1

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Alekya Settipalli, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited

Best regards,

DocuSigned by:
Anuradha Panday
ACFD6F3C0E864BF...

Authorized Signatory

velope ID: 4B6E6106-047A-43DF-B543-94A40D67E1E1

Ms. Alekya Settipalli

Acceptance

I, **Alekya Settipalli**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Alekya Settipalli
6722E14EF6814FC...

Signature

04/06/2019

Date

DocuSign Envelope ID: 19BFDA13-E23C-442F-A2BD-7F0F9E2A0428

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IAF

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

Ms. Thummala Sai Pranitha
H:No-4-83/231, Adarsh Nagar
Gajularamaram,
Hyderabad - 500055

Subject: Offer of Employment

Dear Thummala Sai Pranitha:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

Sign Envelope ID: 19BFDA13-E23C-442F-A2BD-7F0F9E2A0428

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Thummala Sai Pranitha, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Jaideep Avasarala
411F4EBF9EAE482...

Authorized Signatory

DocuSign Envelope ID: 898912AA-B758-4091-8221-00EE0F507BCE

UID# 111716030016.

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad – 500 032

Tel: +91 040 67621000
www.deloitte.com

06/06/2019

b.com IAF

Ms. Yeminedi Jayasri
Flat:204, Plot:743, Ssp Green Leaf Apartments, Padmanagar Phase 2
Chintal, Quthbullapur,
Hyderabad - 500055

Subject: Offer of Employment

Dear Yeminedi Jayasri:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Yeminedi Jayasri, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Anuradha Panday
22BCAE6A5F3E4BF...

Authorized Signatory

ope ID: 898912AA-B758-4091-8221-00EE0F507BCE

Ms. Yeminedi Jayasri

Acceptance

I, Yeminedi Jayasri, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
E6CBEA1A1E9E4FB...

Signature

06/07/2019

Date

UID: 111716030017

2018-2019

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Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

March 20, 2019

Yella Kavya
India

Dear Kavya,

We believe our employees' ideas can literally change the world - and we see it happen all the time. For more than two decades, we've been a global leader in wireless technology, continually pushing the boundaries of what's possible. We develop products and solutions that make a difference in the lives of people everywhere. By joining the Qualcomm family, you too can play a part in changing the world.

Qualcomm India Private Limited ("Qualcomm") is pleased to extend an offer of employment to you as a(n) Accounting Processor, III, reporting to Murali Satish Kumar Sureddi, Director of Finance, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 29,200 and restricted stock units (RSUs) as per the terms and conditions in the attached RSU letter. Included in the gross monthly salary, Qualcomm will provide you allowances and reimbursements as indicated in the annexure to this offer letter. All salary, allowances and reimbursements will be paid less required withholdings and in accordance with the applicable policies and procedures of Qualcomm, as may be amended or modified by Qualcomm from time to time.

Total Rewards Review
You will also be eligible to be considered for the corporate total rewards review program. During this review, each employee may be eligible for discretionary salary increases, performance bonus awards and Restricted Stock Unit grants subject to assessment on various relevant criteria. The total rewards review program is discretionary and is subject to change from time to time at the sole discretion of Qualcomm without any notice.

Benefits Program
We offer a comprehensive benefits package for you and your dependents. A summary of these benefits is available on the Benefits section of our website.

Place of Work

You will report into Qualcomm's Hyderabad SEZ Unit (18th (Part), 19th, 20th, 21st & 22nd floor, Skyview 20 Building, Raidurg Village, Hyderabad – 500081, Telangana)office. Qualcomm may, after giving you reasonable notice, transfer or assign your services to any place of business of Qualcomm that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad.

Qualcomm pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training program. The training is given to ensure that you are complaint with the best practices followed by Qualcomm- on a worldwide basis.

Qualcomm reserves its rights to transfer or assign your services to any associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom Qualcomm may make any such arrangement or agreement. You may also be required on a temporary basis to work at any client premises based in India or overseas.

Confidentiality

You must always maintain the highest degree of secrecy and keep as confidential the records, documents and such other information relating to the business of Qualcomm, its parent, subsidiary and affiliated entities which may be known to you or confided in you by any means during the course of your employment with Qualcomm. You will be required to sign the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement with Qualcomm at the time of joining Qualcomm.

Taxes

Taxes will be withheld in accordance with applicable tax laws and you may be required to provide receipts for allowances. You shall be responsible for filing of your personal returns and comply with other requirements under the tax laws of India and any other relevant jurisdiction.

Probationary Period

You will initially be on probation for a period of 180 days from the actual date of your joining with us and will be eligible to be considered for confirmation in the regular service of Qualcomm on completion of the 180 days, unless Qualcomm specifies in writing that your probation period has been extended for such further period as determined by Qualcomm in its sole discretion. The probation period may be curtailed or extended by the management of Qualcomm at its sole discretion without assigning any reasons. Qualcomm may elect to terminate your employment at its sole discretion during the probation period without assigning any reason by providing thirty (30) days prior written notice or payment of a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu thereof.

You may terminate your employment with Qualcomm during the probation period by providing thirty (30) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances).

During the probationary period your performance and other antecedents will be thoroughly assessed and evaluated by your superiors and only on satisfactory completion of your initial or extended probationary period you will be eligible to be considered for confirmation in the regular service of Qualcomm on such terms and conditions as decided by Qualcomm.

Termination of Employment

After confirmation, your employment with Qualcomm may be terminated by either you or Qualcomm by providing sixty (60) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances). Qualcomm however may at its sole discretion terminate your employment prior to the end of the notice period and pay in lieu of such notice gross salary.

Qualcomm reserves the right to terminate your employment (whether you are on probation or in confirmed employment) summarily without notice or payment of a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu

of notice if it has reasonable grounds, including deficiency in performance, misconduct or negligence as per Qualcomm policy or guidelines, breach of this agreement or any applicable laws. You shall return to Qualcomm all company property in your possession upon the cessation of employment.

In case of any termination of employment, you agree to release Qualcomm and its parents, subsidiaries, affiliates, directors, employees and agents from all known or unknown, suspected or unsuspected, claims, if any, relating to or arising out of your employment, the cessation of your employment, or from any events, transactions or occurrences between yourself and Qualcomm, including any claims under any state or central employment laws, bye-laws, legislations, rules, notifications, statutes, precedents, practice or custom.

Other Acknowledgements and Contingencies

You understand and agree that any information received as a result of any investigation to verify information provided in your resume, application and/or personal information sheet, and any other inquiries as deemed necessary, may be used by Qualcomm to determine appropriateness for employment, and that this offer may be revoked or your employment may be terminated based on information received from this investigation, even if such information is received after the commencement of your employment. If Qualcomm elects to so terminate on account of any misrepresentation, errors or inconsistencies in the information provided, Qualcomm shall not be obliged to provide any notice or payment in lieu thereof.

You also understand and agree that your employment is contingent upon signing the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement and acknowledging that you have not and will not bring or use, in the performance of your duties for Qualcomm, any proprietary or confidential information of any of your former employers without that former employer's written authorization. You agree and acknowledge that your employment with Qualcomm will not require you to violate any contract, obligation or confidence to any other party. You shall be solely and fully responsible for any costs or consequences that may arise in this connection.

You further acknowledge that Qualcomm will not be responsible for any outstanding salary, compensation, social security benefits, gratuity and other benefits which may be payable to you by your former employer.

Finally, you acknowledge your employment at Qualcomm is contingent on you being able to legally work in India. If, as a condition of your lawful ability to work in India, you are required to submit a Financial Guarantee, and Qualcomm agrees to do so, on your behalf, you must sign a Counter Guarantee which will be provided by Qualcomm.

Employment Rules and Regulations
In addition to the terms and conditions of employment specifically stated herein, you will also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by Qualcomm 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 including but not limited to work timings. You agree and acknowledge that you employment with Qualcomm is contingent upon compliance with all of the foregoing at all times and any failure to do so shall constitute a breach of this agreement and terms of employment.

Governing law
This offer and the employment agreement resulting from it's acceptance shall be governed by and construed in accordance with the laws of India and any matter that may arise out of or in connection here with shall be brought in courts of competent jurisdiction in India, which shall have exclusive jurisdiction.

Entirety
This offer, upon acceptance, constitutes the entire agreement between the parties in relation to the subject matter hereof (except as stated herein) and supersedes any prior communications, writings, manifestations or understandings of any kind, oral or written in connection herewith. No delay or omission on the part of Qualcomm in exercising any of its rights hereunder shall operate as a waiver of such right or of any other right.

Deadline to Accept Offer:
This offer of employment will remain valid until April 19, 2019. Acceptance of this offer is contingent upon receipt of the following documents by the said deadline failing which the offer shall stand withdrawn at Qualcomm's sole discretion:

- Signed copy of this letter
- Agreement regarding Restricted and Embargoed/Sanctioned Countries and Employee Export Written Assurance completed and signed

Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991

Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

- Inventions Disclosure, Confidentiality and Proprietary Rights Agreement
- Copy of your passport (if you do not have a passport, please complete the attached Declaration Form)
- Copy of your PAN card & Aadhar card

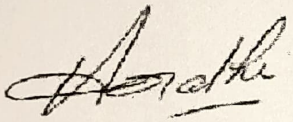
Qualcomm reserves the right to revoke the offer at its sole discretion at any time before the aforesaid deadline without any further obligation or liability.

You should scan and email signed copies of these documents to Shailesh Kumar at kumarsha@qti.qualcomm.com and carry your original signed letter on your date of joining and hand over the same to the said recruiter. You will receive copies of these documents in return.

If you have any questions, please do not hesitate to contact Shailesh Kumar at +91-98-6642-2634.

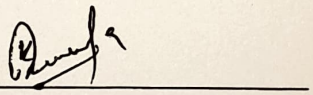
Congratulations and welcome to Qualcomm!

Sincerely,
Qualcomm India Private Limited



Aarathi Sampath Kumar
Sr Mgr, Talent Acquisition
QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
This document is electronically signed and does not require a physical signature for further authentication.

TERMS OF OFFER ACCEPTED

SIGNATURE: 

Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

PRINT NAME: Y. V. KAVYA

DATE: 6th MAY 2019

PROPOSED START DATE: 6th MAY 2019

Annexure to the Appointment Letter

Name:	Yella Kavya
Designation:	Accounting Processor, III
Location:	Hyderabad
Gross Pay (annually):	**INR 350,400**
Gross Pay (monthly):	**INR 29,200**

Gross Pay Components		**Per Annum Rs.**		**Per Month Rs.**	
Basic Pay		INR	140,160	INR	11,680
House Rent Allowance		INR	56,064	INR	4,672
Flexible Benefit Plan		INR	154,176	INR	12,848
Leave Travel Allowance		INR	14,016	INR	1,168
Special Allowance		INR	140,160	INR	11,680
Gross Pay Sub-totals		**INR**	**350,400**	**INR**	**29,200**

"Note: After making elections, all unallocated funds from the Flexible Benefits Plan will be paid out monthly as taxable income under the heading "Special Allowance". Based on employee utilization of funds under elections made, any residual monies will accumulate and will be paid out as taxable income under the heading of "Special Allowance" at the end of the tax year."

Retirals					
Employer Contribution to Provident Fund	12% of Basic Pay	INR	16,819	INR	1,402
Gratuity	4.81% of Basic Pay	INR	6,742	INR	562
Retirals Sub-Totals		**INR**	**23,561**	**INR**	**1,963**
Cost to Company (Gross Pay + Retirals)		**INR**	**373,961**	**INR**	**31,163**
Company Paid Standard Benefits					
Mediclaim		INR	24,795		
Personal Accident Insurance		INR	2,500		
Group Term Life Insurance		INR	2,500		
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits)		**INR**	**403,756**		
New Hire Restricted Stock Unit Value		USD	$ 1,500		

Qualcomm

March 20, 2019

Yella Kavya
India

Dear Kavya,

Congratulations on receiving an offer of employment from our subsidiary, QUALCOMM India Private Limited. As the parent company of your employer, we at Qualcomm Incorporated ("Qualcomm" or the "Company") will offer you the opportunity to accept a grant of restricted stock units (RSUs) equal to **USD 1,500.00**, subject to obtaining necessary approval required under the Company's 2016 Long-Term Incentive Plan ("LTIP"). The number of RSUs to be granted will be determined by dividing **USD 1,500.00** by the fair market value (as defined by the LTIP) of Qualcomm common stock on the Company's next quarterly grant date (February 20, May 20, Aug 20 or Nov 20) following the month of your start date, rounded up to the nearest whole share. The grant of these RSUs will be subject to all of the terms and conditions of the LTIP and a Grant Notice and Award Agreement approved by the Company's Compensation Committee with one-third of the RSU vesting after one year and semi-annual vesting thereafter until fully vested in three years.

Please be aware that the Company reserves the absolute right in its sole discretion to suspend, modify, cancel or terminate the LTIP at any time without compensation to you or any other of the participating employees. Your participation in the LTIP is entirely voluntary and the benefits that are afforded under the LTIP do not form an employment contract with the Company or its subsidiaries. The RSUs are not part of your salary or other remuneration for any purposes, including for purposes of computing payment during any applicable notice period, payment in lieu of notice, severance pay, other termination compensation or indemnity (if any) or any similar payments. You remain responsible for complying with any applicable legal requirements in connection with your participation in the LTIP and for any taxes arising as a result of the RSU grant, including without limitation, the vesting of your RSUs, the subsequent sale of your shares and the receipt of any dividends or dividend equivalents (regardless of any employer tax withholding and/or reporting obligations). Further, we recommend that you seek advice from your personal accountant or tax advisor at your own expense regarding the tax implications of any RSU grants that may be made to you.

This letter and any RSU grant made to you shall be governed under U.S. federal and California state law (but not including the choice of law rules thereof). The federal and/or state courts of the State of California, County of San Diego, shall have exclusive jurisdiction to adjudicate any dispute arising out of this letter or any RSU grant made to you. Please note that the Company can grant the RSUs to you, in its sole discretion, only if and as long as it is permitted and feasible under the laws of your country and the U.S. If local or U.S. laws make the grant of the RSUs illegal or impractical, the Company will inform you as soon as possible.

You agree to execute any necessary or appropriate additional agreements, documents or instruments in connection with any RSU grant under the LTIP which is required in order to participate in any equity compensation plan offered by the Company.

Should you have any questions with respect to the content of this letter, please do not hesitate to contact Stock Administration at stockgrants@qualcomm.com.

Once again, congratulations on your offer to join the Qualcomm family!

Sincerely,

Qualcomm Incorporated

B. McC

By: _____

Bill McClelland
VP, International Human Resources

UID:- 111716030023

Gmail

ajay benny <bennyajay3@gmail.com>

B.COM

Letter of Intent - Benny Ajay - Ref. No.: 8869090

3 messages

IAF

careers@wipro.com <careers@wipro.com>
To: bennyajay3@gmail.com

Tue, May 28, 2019 at 4:21 PM

Campus - Letter Of Intent

28-May-2019

Dear Benny Ajay,

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 **Trainee Group A** 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	6,000
HRA	3,000
Bonus	1,400
Wipro Benefits Plan(WBP)	1,985
Total Fixed Cash	**12,385**
PF (Employer Contribution)	958
Gratuity	319
Total Fixed Compensation	**13,662**
Other Compensation Benefits	
ESI (Employer Contribution)	588
Variable Pay	
Target Variable Pay (5% of CTC)	750
Target Cost to Company per month	**15,000**
Total Cost to Company per annum	**1,80,000**

Kindly note this letter of intent shall be followed by a letter of appointment from us.

Please confirm your interest to receive offer of appointment by accepting the contents of this communication. Your communication of interest is a precondition to the issuance offer of appointment.

Please login to your Candidate Desktop and accept 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

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower 1, Survey No. 41,
Gachibowli Village, Ranga Reddy District,
Hyderabad - 500 032

Tel: +91 040 67621000
www.deloitte.com

B.com
LAF

06/10/2019

Mr. Deepanshu Gupta
Abhishek Villa Fl. No.-G1,Plot No 3
Macha Bolarum, Rishala Bazar,
Secunderabad - 500010

Subject: Offer of Employment

Dear Deepanshu Gupta:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, 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 organization on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned 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 organization. We would like you to join the Employer on **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

DocuSign Envelope ID: 36447FD9-2AE2-48A3-A30A-C96CAB9F14EC

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Deepanshu Gupta, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

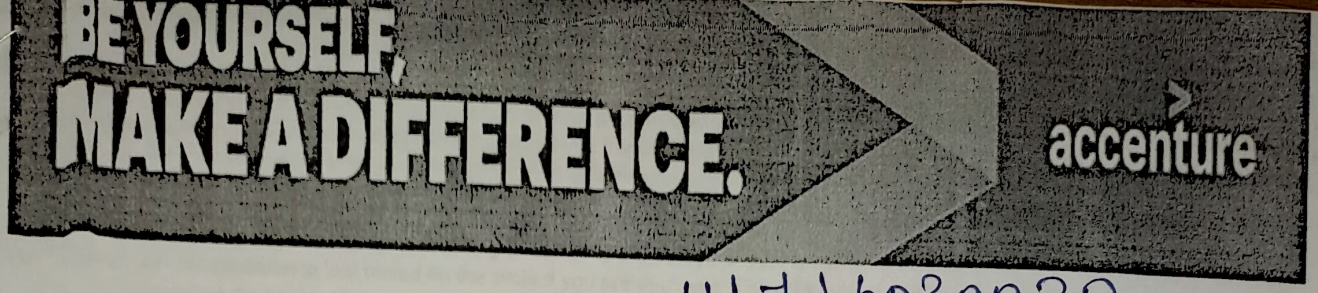
For Deloitte Consulting India Private Limited

In Process

Best regards,

DocuSigned by:
Anuradha Panday
F6236C05C1A44C5...

Authorized Signatory



20-Jun-2019

1117160300030
B.Com IAf
2018 - 2019

C3556274
Laxman Munigala
H.no - 1-24-147 , colony - laxmi Nagar colony, landmark - lothkunta, city -alwal , Malkajgiri,50001

Dear Laxman,
Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Limited (hereinafter referred to as 'the Company' or 'Accenture') in our Accenture Operations Delivery Centers in India,**Hyderabad** . This letter will officially confirm your annual total earning potential and terms of your employment.

Role- **Business ~~Operations New Associate~~**
Career Level- **13**
Sublevel - **3**
Talent Segment- **Program, Project & Service Mgmt**
Business Deal- **Digital Operations**

Your annual total cash compensation will be **INR 185200** and will be structured as per the attached Annexure 1 ' Compensation Details. This will contine to be applicable until further communication on the same. Your annual total earning potential includes:

- Annual fixed compensation of **INR 160000/-** ; 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 FY19 (September 2018 to August 2019) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **15.75%** of the prorated fixed pay in the FY19, 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 in our Accenture Operations Delivery Centers in India 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 Accenture are contingent upon you successfully completing the training program as per the satisfaction of Accenture. Failing which, 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.

Your employment with Accenture 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 Accenture 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.

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.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet upon joining the Company but no later than six months of your start date in the Company, failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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.

Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 9 months from the date of joining the Company, the Service Agreement amount of INR 70,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

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.

Laxman, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **swarnalatha.meesala** at **9100076111** 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 L Krishnan
Managing Director - Accenture Operations
Business Process Services Delivery Centers in India

ACKNOWLEDGED AND AGREED:

_____
[Insert full legal name]
Date:

Candidate's signature_____

111716030035
B.Com IAF
2018 – 2019

Qualcomm

March 20, 2019

Saurabh Verma
India

Dear Saurabh,

Congratulations on receiving an offer of employment from our subsidiary, QUALCOMM India Private Limited. As the parent company of your employer, we at Qualcomm Incorporated ("Qualcomm" or the "Company") will offer you the opportunity to accept a grant of restricted stock units (RSUs) equal to **USD 1,500.00**, subject to obtaining necessary approval required under the Company's 2016 Long-Term Incentive Plan ("LTIP"). The number of RSUs to be granted will be determined by dividing **USD 1,500.00** by the fair market value (as defined by the LTIP) of Qualcomm common stock on the Company's next quarterly grant date (February 20, May 20, Aug 20 or Nov 20) following the month of your start date, rounded up to the nearest whole share. The grant of these RSUs will be subject to all of the terms and conditions of the LTIP and a Grant Notice and Award Agreement approved by the Company's Compensation Committee with one-third of the RSU vesting after one year and semi-annual vesting thereafter until fully vested in three years.

Please be aware that the Company reserves the absolute right in its sole discretion to suspend, modify, cancel or terminate the LTIP at any time without compensation to you or any other of the participating employees. Your participation in the LTIP is entirely voluntary and the benefits that are afforded under the LTIP do not form an employment contract with the Company or its subsidiaries. The RSUs are not part of your salary or other remuneration for any purposes, including for purposes of computing payment during any applicable notice period, payment in lieu of notice, severance pay, other termination compensation or indemnity (if any) or any similar payments. You remain responsible for complying with any applicable legal requirements in connection with your participation in the LTIP and for any taxes arising as a result of the RSU grant, including without limitation, the vesting of your RSUs, the subsequent sale of your shares and the receipt of any dividends or dividend equivalents (regardless of any employer tax withholding and/or reporting obligations). Further, we recommend that you seek advice from your personal accountant or tax advisor at your own expense regarding the tax implications of any RSU grants that may be made to you.

This letter and any RSU grant made to you shall be governed under U.S. federal and California state law (but not including the choice of law rules thereof). The federal and/or state courts of the State of California, County of San Diego, shall have exclusive jurisdiction to adjudicate any dispute arising out of this letter or any RSU grant made to you. Please note that the Company can grant the RSUs to you, in its sole discretion, only if and as long as it is permitted and feasible under the laws of your country and the U.S. If local or U.S. laws make the grant of the RSUs illegal or impractical, the Company will inform you as soon as possible.

You agree to execute any necessary or appropriate additional agreements, documents or instruments in connection with any RSU grant under the LTIP which is required in order to participate in any equity compensation plan offered by the Company.

Should you have any questions with respect to the content of this letter, please do not hesitate to contact Stock Administration at stockgrants@qualcomm.com.

Once again, congratulations on your offer to join the Qualcomm family!

Sincerely,

Qualcomm Incorporated

B. McC

By: _____

Bill McClelland
VP, International Human Resources

UIDF 111716030037.

genpact
Transformation Happens Here

2018-19

Date: 31 May 2019

Name: Sughosh Anney

BCOM IAP

Address:

Dear Sughosh Anney

Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 31 May 2019 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "Company").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval;
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information[1] received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

[1] The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

31/May/2019.

UID: 111716030089

Zibew Ecommerce Services Pvt Ltd

Date: May 7, 2019

BOM/AF

OFFER LETTER

Dear Monica,

This is with reference to your application and the subsequent interview you had with us.

We are pleased to extend our offer of employment and to welcome you as a member of our Company. We are very impressed with your accomplishments as far and believe you will make an excellent addition to our staff fraternity at **ZIBEW**. As such we are pleased to offer you a position of **Business Development Executive** and you will be reporting to the Managing Director, Projects and/or to whosoever the Company deems fit to be your supervisor.

The first six months will be probation period. Placement offer will be made based on the performance.

We expect you to join no later than **8th May, 2019**.

You will be based at our office in "**Hyderabad**".

Your total Compensation will be Rs. 10,000 (Rupees Ten Thousand) per month during this probation period, and it will be revised after six months.

Based on performance will be absorbed in company:
Rating 3 - 2.4 Lakhs
Rating 4 – 3.0 Lakhs
Rating 5 - 3.1 Lakhs + 50000 bonus based on average 3 reviews. Bonus will be paid out end of the year based on company and individual performance.

At any time during the course of your employment with the company, the company is entitled to terminate your employment with a notice period of one month or payment in lieu of. The Company reserves the right to immediate termination without notice, if the information provided by you during the selection process is found to be in-correct or for ethical reasons.
As a token of your acceptance of all the above-mentioned terms and conditions, we request you to confirm your acceptance of this offer and confirm to us your date of joining by a return email.

Registered Office: 8-3-229/D/30, Second floor, Venkatgiri, Yousufguda, Hyderabad- 500045
info@zibew.com
Corporate Address: 4th Floor, Cyber Hub, Janardhan Hills, Gachibowli, Huderabad- 500032

Zibew Ecommerce Services Pvt Ltd

We are enthusiastic about your candidacy for this critical position here at **ZIBEW**. We see you as an extremely important person to the phenomenal success of **ZIBEW**. Everyone who has had the opportunity of meeting you share this enthusiasm. As a result, we are eagerly looking forward to have you on board very soon.

Sincerely,
for **ZIBEW ECOMMERCE SERVICES PVT LTD**

HR Manager
Jhansi Kalasani

Registered Office: 8-3-229/D/30, Second floor, Venkatgiri, Yousufguda, Hyderabad- 500045
info@zibew.com
Corporate Address: 4th Floor, Cyber Hub, Janardhan Hills, Gachibowli, Huderabad- 500032

1117160300406 Cognizant
Bcom. IAF
2018-2019
2018-19

Ref No: 13417084

17-Jun-2019

S Lakshmi Sharanya

Dear S Lakshmi,

In continuation to our discussions, we are pleased to offer you the role of **Process Executive - Voice** in **Cognizant Technology Solutions India Private Limited.**

You are entitled to an Annual Gross Compensation (AGC) of **Rs.200,004**. The other details about your compensation is presented in **Annexure A.** We would like to inform you that Cognizant has considered 0 months of your experience as relevant, which would be updated in our records. Your place of posting will be **Hyderabad.**

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the 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.

We request you to join us on or before **18-Jun-2019**.

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
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- 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 your joining us. Should you have any further questions or clarifications, please feel free to contact us.

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: S Lakshmi Sharanya **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	9175	110,100
2	Company's contribution of PF #	1101	13,212
3	Advance Statutory Bonus***	2000	24,000
4	Special Allowance*	3776	45,312
5	Company's Contribution of ESI @ 4.75% of Monthly Gross minus statutory exclusions	615	7,380
	Annual Gross Compensation		**200,004**
	Annual Total Compensation		**200,004**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Annual Total Remuneration		**216,004**

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, 1923
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act,1972
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit Act, 1961

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **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.

pwc

Acceleration Center



Vamshi Nagavelli

B.Com IAF 2018-19

1117160 30046

B.Com IAF

Qualcomm

March 20, 2019

Regoti Shruthi Goud
India

Dear Shruthi,

Congratulations on receiving an offer of employment from our subsidiary, QUALCOMM India Private Limited. As the parent company of your employer, we at Qualcomm Incorporated ("Qualcomm" or the "Company") will offer you the opportunity to accept a grant of restricted stock units (RSUs) equal to **USD 1,500.00**, subject to obtaining necessary approval required under the Company's 2016 Long-Term Incentive Plan ("LTIP"). The number of RSUs to be granted will be determined by dividing **USD 1,500.00** by the fair market value (as defined by the LTIP) of Qualcomm common stock on the Company's next quarterly grant date (February 20, May 20, Aug 20 or Nov 20) following the month of your start date, rounded up to the nearest whole share. The grant of these RSUs will be subject to all of the terms and conditions of the LTIP and a Grant Notice and Award Agreement approved by the Company's Compensation Committee with one-third of the RSU vesting after one year and semi-annual vesting thereafter until fully vested in three years.

Please be aware that the Company reserves the absolute right in its sole discretion to suspend, modify, cancel or terminate the LTIP at any time without compensation to you or any other of the participating employees. Your participation in the LTIP is entirely voluntary and the benefits that are afforded under the LTIP do not form an employment contract with the Company or its subsidiaries. The RSUs are not part of your salary or other remuneration for any purposes, including for purposes of computing payment during any applicable notice period, payment in lieu of notice, severance pay, other termination compensation or indemnity (if any) or any similar payments. You remain responsible for complying with any applicable legal requirements in connection with your participation in the LTIP and for any taxes arising as a result of the RSU grant, including without limitation, the vesting of your RSUs, the subsequent sale of your shares and the receipt of any dividends or dividend equivalents (regardless of any employer tax withholding and/or reporting obligations). Further, we recommend that you seek advice from your personal accountant or tax advisor at your own expense regarding the tax implications of any RSU grants that may be made to you.

This letter and any RSU grant made to you shall be governed under U.S. federal and California state law (but not including the choice of law rules thereof). The federal and/or state courts of the State of California, County of San Diego, shall have exclusive jurisdiction to adjudicate any dispute arising out of this letter or any RSU grant made to you. Please note that the Company can grant the RSUs to you, in its sole discretion, only if and as long as it is permitted and feasible under the laws of your country and the U.S. If local or U.S. laws make the grant of the RSUs illegal or impractical, the Company will inform you as soon as possible.

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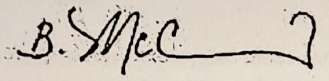
You agree to execute any necessary or appropriate additional agreements, documents or instruments in connection with any RSU grant under the LTIP which is required in order to participate in any equity compensation plan offered by the Company.

Should you have any questions with respect to the content of this letter, please do not hesitate to contact Stock Administration at stockgrants@qualcomm.com.

Once again, congratulations on your offer to join the Qualcomm family!

Sincerely,

Qualcomm Incorporated



By: _____

Bill McClelland
VP, International Human Resources

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Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

March 20, 2019

Regoti Shruthi Goud
India

Dear Shruthi,

We believe our employees' ideas can literally change the world - and we see it happen all the time. For more than two decades, we've been a global leader in wireless technology, continually pushing the boundaries of what's possible. We develop products and solutions that make a difference in the lives of people everywhere. By joining the Qualcomm family, you too can play a part in changing the world.

Qualcomm India Private Limited ("Qualcomm") is pleased to extend an offer of employment to you as a(n) Accounting Processor, III, reporting to Murali Satish Kumar Sureddi, Director of Finance, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 29,200 and restricted stock units (RSUs) as per the terms and conditions in the attached RSU letter. Included in the gross monthly salary, Qualcomm will provide you allowances and reimbursements as indicated in the annexure to this offer letter. All salary, allowances and reimbursements will be paid less required withholdings and in accordance with the applicable policies and procedures of Qualcomm, as may be amended or modified by Qualcomm from time to time.

Total Rewards Review
You will also be eligible to be considered for the corporate total rewards review program. During this review, each employee may be eligible for discretionary salary increases, performance bonus awards and Restricted Stock Unit grants subject to assessment on various relevant criteria. The total rewards review program is discretionary and is subject to change from time to time at the sole discretion of Qualcomm without any notice.

Benefits Program
We offer a comprehensive benefits package for you and your dependents. A summary of these benefits is available on the Benefits section of our website.

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Qualcomm
QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

Place of Work

You will report into Qualcomm's Hyderabad office. Qualcomm may, after giving you reasonable notice, transfer or assign your services to any place of business of Qualcomm that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad.

Qualcomm pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training program. The training is given to ensure that you are complaint with the best practices followed by Qualcomm- on a worldwide basis.

Qualcomm reserves its rights to transfer or assign your services to any associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom Qualcomm may make any such arrangement or agreement. You may also be required on a temporary basis to work at any client premises based in India or overseas.

Confidentiality

You must always maintain the highest degree of secrecy and keep as confidential the records, documents and such other information relating to the business of Qualcomm, its parent, subsidiary and affiliated entities which may be known to you or confided in you by any means during the course of your employment with Qualcomm. You will be required to sign the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement with Qualcomm at the time of joining Qualcomm.

Taxes

Taxes will be withheld in accordance with applicable tax laws and you may be required to provide receipts for allowances. You shall be responsible for filing of your personal returns and comply with other requirements under the tax laws of India and any other relevant jurisdiction.

Probationary Period

You will initially be on probation for a period of 180 days from the actual date of your joining with us and will be eligible to be considered for confirmation in the regular service of Qualcomm on completion of the 180 days, unless Qualcomm specifies in writing that your probation period has been extended for such further period as determined by Qualcomm in its sole discretion. The probation period may be curtailed or extended by the management of Qualcomm at its sole discretion without assigning any reasons. Qualcomm may elect to terminate your employment at its sole discretion during the probation period without assigning any reason by providing thirty (30) days prior written notice or payment of a sum equal

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to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu thereof.

You may terminate your employment with Qualcomm during the probation period by providing thirty (30) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances).

During the probationary period your performance and other antecedents will be thoroughly assessed and evaluated by your superiors and only on satisfactory completion of your initial or extended probationary period you will be eligible to be considered for confirmation in the regular service of Qualcomm on such terms and conditions as decided by Qualcomm.

Termination of Employment

After confirmation, your employment with Qualcomm may be terminated by either you or Qualcomm by providing sixty (60) days prior written notice. The provision of such notice by you is mandatory in all instances of termination of employment by you. If you fail to provide such notice prior to terminating your employment, you will be required to pay Qualcomm a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice based on your gross pay (basic plus allowances). Qualcomm however may at its sole discretion terminate your employment prior to the end of the notice period and pay in lieu of such notice gross salary.

Qualcomm reserves the right to terminate your employment (whether you are on probation or in confirmed employment) summarily without notice or payment of a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice in lieu of notice if it has reasonable grounds, including deficiency in performance, misconduct or negligence as per Qualcomm policy or guidelines, breach of this agreement or any applicable laws. You shall return to Qualcomm all company property in your possession upon the cessation of employment.

In case of any termination of employment, you agree to release Qualcomm and its parents, subsidiaries, affiliates, directors, employees and agents from all known or unknown, suspected or unsuspected, claims, if any, relating to or arising out of your employment, the cessation of your employment, or from any

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events, transactions or occurrences between yourself and Qualcomm, including any claims under any state or central employment laws, bye-laws, legislations, rules, notifications, statutes, precedents, practice or custom.

Other Acknowledgements and Contingencies

You understand and agree that any information received as a result of any investigation to verify information provided in your resume, application and/or personal information sheet, and any other inquiries as deemed necessary, may be used by Qualcomm to determine appropriateness for employment, and that this offer may be revoked or your employment may be terminated based on information received from this investigation, even if such information is received after the commencement of your employment. If Qualcomm elects to so terminate on account of any misrepresentation, errors or inconsistencies in the information provided, Qualcomm shall not be obliged to provide any notice or payment in lieu thereof.

You also understand and agree that your employment is contingent upon signing the Inventions Disclosure, Confidentiality and Proprietary Rights Agreement and acknowledging that you have not and will not bring or use, in the performance of your duties for Qualcomm, any proprietary or confidential information of any of your former employers without that former employer's written authorization. You agree and acknowledge that your employment with Qualcomm will not require you to violate any contract, obligation or confidence to any other party. You shall be solely and fully responsible for any costs or consequences that may arise in this connection.

You further acknowledge that Qualcomm will not be responsible for any outstanding salary, compensation, social security benefits, gratuity and other benefits which may be payable to you by your former employer.

Finally, you acknowledge your employment at Qualcomm is contingent on you being able to legally work in India. If, as a condition of your lawful ability to work in India, you are required to submit a Financial Guarantee, and Qualcomm agrees to do so, on your behalf, you must sign a Counter Guarantee which will be provided by Qualcomm.

Employment Rules and Regulations

In addition to the terms and conditions of employment specifically stated herein, you will also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended,

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modified or omitted by Qualcomm 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 including but not limited to work timings. You agree and acknowledge that you employment with Qualcomm is contingent upon compliance with all of the foregoing at all times and any failure to do so shall constitute a breach of this agreement and terms of employment.

Governing law
This offer and the employment agreement resulting from it's acceptance shall be governed by and construed in accordance with the laws of India and any matter that may arise out of or in connection here with shall be brought in courts of competent jurisdiction in India, which shall have exclusive jurisdiction.

Entirety
This offer, upon acceptance, constitutes the entire agreement between the parties in relation to the subject matter hereof (except as stated herein) and supersedes any prior communications, writings, manifestations or understandings of any kind, oral or written in connection herewith. No delay or omission on the part of Qualcomm in exercising any of its rights hereunder shall operate as a waiver of such right or of any other right.

Deadline to Accept Offer:
This offer of employment will remain valid until April 19, 2019. Acceptance of this offer is contingent upon receipt of the following documents by the said deadline failing which the offer shall stand withdrawn at Qualcomm's sole discretion:

- Signed copy of this letter
- Agreement regarding Restricted and Embargoed/Sanctioned Countries and Employee Export Written Assurance completed and signed
- Inventions Disclosure, Confidentiality and Proprietary Rights Agreement
- Copy of your passport (if you do not have a passport, please complete the attached Declaration Form)
- Copy of your PAN card & Aadhar card

Qualcomm reserves the right to revoke the offer at its sole discretion at any time before the aforesaid deadline without any further obligation or liability.

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Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

You should scan and email signed copies of these documents to Shallesh Kumar at kumarsha@qti.qualcomm.com and carry your original signed letter on your date of joining and hand over the same to the said recruiter. You will receive copies of these documents in return.

If you have any questions, please do not hesitate to contact Shallesh Kumar at +91-98-6642-2634.

Congratulations and welcome to Qualcomm!

Sincerely,
Qualcomm India Private Limited

Aarathi Sampath Kumar
Sr Mgr, Talent Acquisition
QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991
This document is electronically signed and does not require a physical signature for further authentication.

TERMS OF OFFER ACCEPTED

SIGNATURE: _____

PRINT NAME: REGOTI SHRUTHI GOUD

DATE: 24 MARCH 2019

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Qualcomm

QUALCOMM India Private Limited
Corporate Identity Number(CIN): U64202DL1996PTC076991

Registered Office:
Unit No. 201, 2nd Floor, Tolstoy House
15, Tolstoy Marg, New Delhi -110001,
Tel:+91-11-43083550, Fax: +91-11-43083550

PROPOSED START DATE: 07 JUNE - 2019

Other offices: Bengaluru: 125-127, EPIP II Phase, Whitefield, Bengaluru-560066, Tel:+91-80-46174000; Fax: +91-80-46174004 Gurugram: Global Business Park, 8th Floor, Tower D, Mehrauli Gurugram Road, Gurugram-122002, Haryana Tel:+91-124-6642316, Fax: +91-124-6642400 Chennai: TVH Agnido Park, Floor #11,Door #141, OMR, Rajiv Gandhi Salai, Kandanchavadi, Chennai – 600 096, Tamil Nadu, India. Tel: +91-44 -66946400; Fax: +91- 44 -66946401 Hyderabad: 5th Floor, Bldg # 8 Mindspace, Hitec City, Madhapur, Hyderabad, 500 081, Telangana, India. Tel: +91-40-67842864; Fax: +91-40-49730057 Mumbai: Unit no. 1102, Platina Building, G Block 11th Floor, Plot # C-59, Bandra Kurla Complex, Mumbai, India 400051 India. Tel: +91-22-67041400; Fax: +91-22-67041500 Noida: Advant Business Park, B-502, 5th Floor, Tower B, Plot No.7, Noida-Gr.Noida Expressway, Sector 142, Noida-201305 India Tel+91 120 4696000; Fax+91 120 4696111

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Annexure to the Appointment Letter

Name:	Regoti Shruthi Goud	
Designation:	Accounting Processor, III	
Location:	Hyderabad	
Gross Pay (annually):	INR	350,400
Gross Pay (monthly):	INR	29,200

Gross Pay Components		Per Annum Rs.		Per Month Rs.	
Basic Pay		INR	140,160	INR	11,680
House Rent Allowance		INR	56,064	INR	4,672
Flexible Benefit Plan		INR	154,176	INR	12,848
Leave Travel Allowance		INR	14,016	INR	1,168
Special Allowance		INR	140,160	INR	11,680
Gross Pay Sub-totals		**INR**	**350,400**	**INR**	**29,200**

"Note: After making elections, all unallocated funds from the Flexible Benefits Plan will be paid out monthly as taxable income under the heading "Special Allowance". Based on employee utilization of funds under elections made, any residual monies will accumulate and will be paid out as taxable income under the heading of "Special Allowance" at the end of the tax year."

Retirals					
Employer Contribution to Provident Fund	12% of Basic Pay	INR	16,819	INR	1,402
Gratuity	4.81% of Basic Pay	INR	6,742	INR	562
Retirals Sub-Totals		**INR**	**23,561**	**INR**	**1,963**
Cost to Company (Gross Pay + Retirals)		**INR**	**373,961**	**INR**	**31,163**
Company Paid Standard Benefits					
Mediclaim		INR	24,795		
Personal Accident Insurance		INR	2,500		
Group Term Life Insurance		INR	2,500		
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits)		**INR**	**403,756**		
New Hire Restricted Stock Unit Value		USD	$ 1,500		

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Qualcomm

March 20, 2019

Regoti Shruthi Goud
India

Dear Shruthi,

Congratulations on receiving an offer of employment from our subsidiary, QUALCOMM India Private Limited. As the parent company of your employer, we at Qualcomm Incorporated ("Qualcomm" or the "Company") will offer you the opportunity to accept a grant of restricted stock units (RSUs) equal to USD 1,500.00, subject to obtaining necessary approval required under the Company's 2016 Long-Term Incentive Plan ("LTIP"). The number of RSUs to be granted will be determined by dividing USD 1,500.00 by the fair market value (as defined by the LTIP) of Qualcomm common stock on the Company's next quarterly grant date (February 20, May 20, Aug 20 or Nov 20) following the month of your start date, rounded up to the nearest whole share. The grant of these RSUs will be subject to all of the terms and conditions of the LTIP and a Grant Notice and Award Agreement approved by the Company's Compensation Committee with one-third of the RSU vesting after one year and semi-annual vesting thereafter until fully vested in three years.

Please be aware that the Company reserves the absolute right in its sole discretion to suspend, modify, cancel or terminate the LTIP at any time without compensation to you or any other of the participating employees. Your participation in the LTIP is entirely voluntary and the benefits that are afforded under the LTIP do not form an employment contract with the Company or its subsidiaries. The RSUs are not part of your salary or other remuneration for any purposes, including for purposes of computing payment during any applicable notice period, payment in lieu of notice, severance pay, other termination compensation or indemnity (if any) or any similar payments. You remain responsible for complying with any applicable legal requirements in connection with your participation in the LTIP and for any taxes arising as a result of the RSU grant, including without limitation, the vesting of your RSUs, the subsequent sale of your shares and the receipt of any dividends or dividend equivalents (regardless of any employer tax withholding and/or reporting obligations). Further, we recommend that you seek advice from your personal accountant or tax advisor at your own expense regarding the tax implications of any RSU grants that may be made to you.

This letter and any RSU grant made to you shall be governed under U.S. federal and California state law (but not including the choice of law rules thereof). The federal and/or state courts of the State of California, County of San Diego, shall have exclusive jurisdiction to adjudicate any dispute arising out of this letter or any RSU grant made to you. Please note that the Company can grant the RSUs to you, in its sole discretion, only if and as long as it is permitted and feasible under the laws of your country and the U.S. If local or U.S. laws make the grant of the RSUs illegal or impractical, the Company will inform you as soon as possible.

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You agree to execute any necessary or appropriate additional agreements, documents or instruments in connection with any RSU grant under the LTIP which is required in order to participate in any equity compensation plan offered by the Company.

Should you have any questions with respect to the content of this letter, please do not hesitate to contact Stock Administration at stockgrants@qualcomm.com.

Once again, congratulations on your offer to join the Qualcomm family!

Sincerely,

Qualcomm Incorporated

B. McC

By: _____

Bill McClelland
VP, International Human Resources

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Transformation Happens Here

Date: 31 May 2019

Name: Paavan G

Address:

Dear Paavan G

Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 31 May 2019 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "Company").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval;
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information[1] received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

G. Paavan 31/5/19

[1] The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

- You accept and agree not to disclose and hereby assign to the Company for its exclusive ownership, on a royalty-free, worldwide, perpetual basis all my rights, title and interest including Intellectual Property Rights[2] arising in any work developed or conceived by me solely or jointly with others, in any medium or format now known or later developed during the period and in the course of my enrolment as apprentice (1) that are along the lines of the businesses, work or investigations of the Company or its affiliates or its customers, to which my engagement relates or as to which I may receive or have access to information due to my engagement, or (2) that result from, are correlated to or are suggested by any training undertaken or any job done during the course of the training which I may do for the Company or its customers, or (3) that are otherwise made through the use of Company time, facilities, tools, processes, information or materials.
- You hereby agree to execute all necessary papers and otherwise provide proper assistance (at the Company's expense) during and subsequent to your enrolment, to enable the Company to obtain for itself or its affiliates and nominees, patents, copyrights, trade- marks, domain names or other legal protection or recognition for such Intellectual Property in any and all countries. You agree to waive all moral rights to which you may be entitled under the law or any relevant jurisdiction for the Intellectual Property.
- You confirm that there is no litigation /conviction against you before any Court of law which involves any criminal offence or offences involving moral turpitude.
- You confirm that you have disclosed fully all of your business interests to the Company, filled and submitted the Company's standard disclosure form, whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and you or any immediate relatives.
- You undertake to refrain from any other activities which would present a conflict of interest with your training for and on behalf of the Company. You should make a full disclosure of any outside engagement/employment or business activities to your supervisor before commencing any such activity.
- You will be required to apply and maintain the highest standards of personal conduct and integrity and keep yourself informed and comply with all Company policies and procedures.
- You agree and hereby provide your consent to process including collecting, recording, storing, utilizing, sharing or transferring any Personal Identifiable Information (defined as information associated with your name or personal identity including your date of birth, address/e-mail address, telephone number, unique government issued number, passport details, driving license number) and any Sensitive Personal Data or Information (namely, password, financial information such as bank account, physical, physiological and mental
health condition, sexual orientation, medical records and history, biometric information) which may be in the possession of the Company or obtained in future. Such information shall be processed by the Company strictly on a need to know basis and retained till required for business purposes including statutory requirements pertaining to compensation and benefits, and can be transferred, on a business need to Company's subsidiary / affiliated companies, business partners, consultants and its customers (where specifically requested) with obligations to maintain similar level of protection. You will have full rights to access and review your data, update it and the right to withdraw this consent, if necessary.

G. Jaavan 31/5/19

[2] "Intellectual Property Rights" means all right, title and interest to intellectual and industrial property rights recognized in any jurisdiction including any inventions, technical or business innovations, business methods or processes, (whether or not patentable), copyrights, neighbouring rights, mask work rights, moral rights, trademarks, trade names, service marks, domain names, industrial designs, trade secrets including any processes, techniques, technology, algorithms, software, know-how, methodology, toolkit, tools, module, manual, documentation, data or database and including any enhancement, improvement, modification, adaptation or derivative work thereof, whether registered or unregistered (including applications for, and registrations, extensions, renewals, and re-issuances of, the foregoing).

genpact
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- Your records and information will be kept secure and handled strictly in accordance with the Company's Data Classification Guidelines and Data Privacy Policy.
- The working hours, leave and holidays applicable to you will be as per the policies of the Company (and particular training) which would be intimated to you from time to time.
- You acknowledge that in the event of any misconduct or violation of the applicable policies, the Company can in its sole discretion, suspend the Apprentices Contract and your enrolment for the period the matter is referred to the authorities under the Act and the Rules.
- You shall not represent the Company before any other party and shall not bind the Company in any manner during your enrolment with the Company as apprentice. Pursuant to expiration or earlier termination of the Apprentices Contract, you agree not to represent yourself as having any connection with the Company, save as a former apprentice for the purpose of communicating with prospective employers or complying with any applicable statutory requirements.
- Upon expiration or earlier termination of the Apprentices Contract, for any reason whatsoever, or if so requested by the Company earlier, you will immediately return any and all property of the Company (including Confidential Information, as defined herein) which may be in your possession, custody or control.

FOR Genpact India Private Limited

Name: VIBHUTI JAIN
Designation: AM

Acknowledged and agreed,

G. Paavan 31/5/19

Name: Paavan G

Address:

EndemolShine India

Dated: [illegible]

[illegible]
("You/Your")
Pan No - [illegible]
[illegible]
[illegible]
[illegible]

Sub: Contract of Consultancy ("Agreement")

1. Endemol India Pvt. Ltd. ("the Company") is pleased to offer you the position of Assistant Writer for the show – "Bigg Boss Telugu - 5" from 01st August 2021 to 31st December 2021 or till the show runs as decided by the Company ("Term") to render such services as are customarily rendered by Assistant Writer in connection with the show ("Services"). You shall be paid amount Rs. 25,000/- (Rupees Twenty Five Thousand only) per month, inclusive of all taxes/cess ("Fees") GST (if applicable) will be calculated and paid additionally on the Fees. For the days you do not render any services hereunder, the Fees will be deducted on a pro-rata basis.

2. You shall neither during the Term, nor at any time after its termination or expiry, directly or indirectly, for your own purposes or those of any other person, company, business entity or other organization whatsoever, in all cases be in any position, whether employed, engaged or otherwise, use any confidential information relating or belonging to the Company including its corporate parent, subsidiaries, investments and affiliates, and including but not limited to information relating to analysis, strategies, business plans, financial data, knowledge, strategic information, marketing plans, clients, client lists, customers, customer lists, marketing and sales information, designs, services, research activities, source codes, software, intellectual property, trademark or patent applications, discoveries, ideas, concepts, know-how, techniques, processes, procedures, designs, specifications, inventions, methods, formulae, computer programs, products, developments, processes, trade secrets, data, finances and other financial or business information or any document marked 'Confidential' (or with similar expressions) or any information which you have been told is confidential or which you might reasonably expect the Company to regard as confidential. Disclosure of any confidential information shall result in recourse action by the Company including but not limited to termination of the Agreement and/or you being liable to pay to the Company reasonable damages ("Damages") as determined by the Company.

3. You shall not at any time during the Term make any notes or memoranda relating to any matter within the scope of the Company's business, dealings or affairs (Services) for the benefit of the Company.

4. Ownership of Intellectual Property Rights

4.1. All copyrightable works and product of Services developed by you during the Term ("Works") that is written, conceived and shall be deemed to constitute work-made-for-hire / commissioned works developed at the instance of the Company in accordance with the Indian Copyright Act, 1957 under a "contract of service as per Section 17 (b) and (c) of the Indian Copyright Act, 1957 and the Company shall be the first and exclusive owner of all rights including but not limited to intellectual property rights and copyright in the Works for all purposes, for the entire Territory and in perpetuity. The Company, as first and exclusive owner, shall have the sole and exclusive right to exercise all rights comprised in copyright in the Works in accordance with Section 14 (b) (a) of the Indian Copyright Act, 1957 or any other equivalent provision thereof. You further acknowledge that the Company shall be the sole and exclusive owner of derivative rights and shall have the sole and exclusive right to produce derivative works based on the Works.

4.2. You further acknowledge that the Company is/shall be the first and exclusive owner of all Intellectual Property Rights including copyright in the Works, in the entire Territory and in perpetuity.

4.3. Without prejudice to aforesaid, you hereby unconditionally and irrevocably assigns all rights including but not limited to Intellectual Property Rights and copyright in the Works that will be rendered by you in favor of The Company for the territory of entire world and in perpetuity and you agree and acknowledge and have all necessary declarations executed to this aforesaid. Such assignment shall operate for all the modes, media and formats of exploitation in respect of the "Works" including all the future modes, media and formats and you hereby expressly acknowledge the adequacy of the fees towards the assignment of the rights for exploitation of the Works on all the modes, media and formats of exploitation. You further agree and acknowledge that you have waived all your rights to receive any royalty under the

ZACK

a vision of excellence

Physically DEL

Dear **Elsie Chongneichin Lhouvum**

On Behalf of Zack IT Solutions Pvt. Ltd., I am very pleased to offer you the position of **Analyst-Help Desk** in our organization.

111716022009
2018-2019
B. A Psychology

Your joining date will be June 21, 2019.
You will be initially working for C3I Support Services Pvt Ltd.

On the First day of the employment please report to:

HR Department
C3I Support Services Pvt Ltd
2nd Floor, Orion Building,
Plot # 17, Software Units Layout,
Madhapur, Hyderabad- 500081.
If problem in finding address contact Zack

Your Salary compensation and other details are listed in the Appointment letter attached to this letter.
Please indicate your acceptance to the Appointment Letter by signing and returning it within three days from the date of this letter to the following address along with the details mentioned in appointment letter(Clause:11)
Please retain the second copy for your records.
Zack IT Solutions Pvt. Ltd.
#79, Phase1, Kavuri Hills,
Madhapur, Hyderabad
I look forward to welcoming you in our organization
Should you need any further clarifications, please feel free to contact me.

Thanks&Regards

ZACK IT SOLUTIONS PVT. LTD. HYDERABAD

Dheeraj.B
Zack IT Solutions Pvt. Ltd.
Ph: +91 40 40032977 Cell: +91 9989119191

22013
2018-2019

B.Sc Physics

WissenPro IT Solutions Private Limited
Management. Consulting. Development
37/c. 2nd floor Vasavi Nagar.
Kharkhana. Secunderabad-500015

Date: - 03-06-2019

Appointment Letter

STRICTLY PRIVATE & CONFIDENTIAL

Dear Miss **K Shruthi,**

This has reference to your application and the subsequent discussions you had with us. **June 03rd, 2019** on the following terms and conditions:

1. **Position:** You are being appointed as **"HR Recruiter"**.
2. You will initially be based at **Secunderabad.**
3. Your appointment is always subject to your being medically fit.
4. **Compensation and Benefits:** You will receive compensation of **96,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will not be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company's rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Probation:** You will be on probation for a period of 3 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 3 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary period, it will be deemed to have been extended until the company confirms you in writing.
6. After the probation period for 3 months either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
7. **Notice period:** After confirmation, either party, by stating their intention to do so. in writing may terminate this employment after 3 months, provided that at least 15 days' notice or salary in lieu thereof is given as per the performance.
8. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
9. **Date of Birth:** The date of birth declared by you are 13-February-1999 and you will be bound by such date of birth in all service matters with the Company.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 62 years.

WissenPro IT Solutions Private Limited
Management. Consulting. Development
37/c. 2nd floor Vasavi Nagar.
Kharkhana. Secunderabad-500015

11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.

12. During your services with the company, you will be governed by the rules and regulations in respect to conduct & discipline and other matters as may be framed by the company from time to time.

13. You will undertake, that while in the employment of the Company, and for a period of 3 years after separation from the Company, for any reason whatsoever, you will:

    I. Keep confidential and not disclose to any unauthorized persons

        (a) All Company information, business and financial interests,

        (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out

        (c) Technical capability and

        (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment

    II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.

    III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Wissen-Pro IT.

    IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.

14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.

15. Amendments to the above terms and conditions, if any will be made in writing.

16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Note: Prospective Date of Joining June 03rd ,2019.

Thanking You.

Yours faithfully

For Wissen-Pro IT Solutions India Pvt Ltd

Raja Reddy
HR Manager 03/06/19

Accepted & Agreed

Signature: Shruthi
Name: **K Shruthi**

THE HANS INDIA

ENGLISH DAILY,

22014
2018-2019.

20th MAY 2019

DEL

To,
Ms Sahiti K Rao
1-5-986/1/3
Road No: 2
Citizen Colony
Old Alwal
Secunderabad
Ph: 9550010671

Dear Sahiti K Rao,

This has reference to your application for the post in our **Hyderabad Media House Pvt Limited (The Hans India)** and the subsequent interview you had with us. We are pleased to offer you the position of **Reporter** at **Hyderabad**, with a consolidated salary of Rs.**12,000** per month.

With best wishes

For Hyderabad Media House Pvt Limited

HANS INDIA

Authorised Signatory

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2018-2019

FORUM
business research

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Part-time Internship Offer Letter

18th December 2018

Ms. Soumya Etikala,
Loyola Academy Degree and PG College,
Secunderabad.

Dear Ms. Soumya Etikala,

Congratulations! I am pleased to offer you the position of part-time Intern with Forum Business Research Pvt Ltd.

As an intern at Forum Business Research, you will be joining a select team of inspired people that are intent on changing the way healthcare is delivered in the hospitals that we work with. You will be challenged on a daily basis to question the status quo, think differently and take initiative to make a change for the better in every aspect of our as well as our customers' business operations.

During your internship, you will gain exposure to our proprietary techniques in research methodology, data gathering, analysis and interpretation.

Your internship will begin on 18th December 2018. During your internship, you will be working for 18 hours per week and you will be reporting to Nazia Tabassum, Operations Manager at Forum Business Research. This is a paid internship for which you will receive Rs. 5,000/- per month as stipend.

Again, congratulations and we look forward to working with you.

Best regards,

Rajagopal Yadavalli
Director

I accept the above terms and Conditions.

Soumya Etikala

THE HANS INDIA
ENGLISH DAILY

22027

20th MAY 2019

DEL

To,
Ms Tejal Sinha
SF -2, Plot No- 126
Mahalakshmi Arcade
Marithi Nagar
Dr A.S Rao Nagar
Hyderabad
Ph: 8978370320

Dear Tejal Sinha,

This has reference to your application for the post in our **Hyderabad Media House Pvt Limited (The Hans India)** and the subsequent interview you had with us. We are pleased to offer you the position of **Reporter Cum Sub Editor** at **Hyderabad**, with a consolidated salary of Rs.**12,000** per month.

With best wishes

For Hyderabad Media House Pvt Limited

THE HANS INDIA

Authorised Signatory

DEL / 2018-19

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2018 - 2019

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FORUM business research

Part-time Internship Offer Letter

DEL.

18th December 2018

Mr Prakhar Prithwish,
Loyola Academy Degree and PG College,
Secunderabad.

Dear Mr Prakhar Prithwish,

Congratulations! I am pleased to offer you the position of part-time Intern with Forum Business Research Pvt Ltd.

As an intern at Forum Business Research, you will be joining a select team of inspired people that are intent on changing the way healthcare is delivered in the hospitals that we work with. You will be challenged on a daily basis to question the status quo, think differently and take initiative to make a change for the better in every aspect of our as well as our customers' business operations.

During your internship, you will gain exposure to our proprietary techniques in research methodology, data gathering, analysis and interpretation.

Your internship will begin on 18th December 2018. During your internship, you will be working for 18 hours per week and you will be reporting to Nazia Tabassum, Operations Manager at Forum Business Research. This is a paid internship for which you will receive Rs. 5,000/- per month as stipend.

Again, congratulations and we look forward to working with you.

Best regards,

Rajagopal Yadavalli
Director

I accept the above terms and Conditions.

Prakhar

Prakhar Prithwish

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2018-2019
BA PSY.

OFFER OF APPOINTMENT

To,

13.06.2019

DEL

Mr. A Dhora
Thumkunta Village
Shamirpet Mandal
Medchal District - 500078

Dear Sir,

With reference to your application for the post of Gymnastics teacher in Green Gables International School, Madhapur, and subsequent interview held in June, 2019, I am happy to inform you that you have been appointed to the post of Gymnastics teacher with effect from 13.06.2019 with the consolidated pay of Rs.25,000/- (Rupees twenty Five Thousand only) per month. The terms and conditions for your appointment are as follows:-

(a) You will be on probation for one academic year (that is for the academic year of 2019-2020).
(b) No other allowance except the basic salary is admissible in the pay scale.
(c) In case you wish to discontinue the service at the end of the academic year, you will be required to submit a resignation letter with a mandatory notice of 69 working days or 3 months, which has to be acknowledged by the Principal.

(d) The acceptance and acknowledgment of the letter of resignation by the Principal marks the commencement of the notice period. The three month notice period consists of 69 working days excluding leaves (sick leaves or casual leaves). All school rules and leave rules will apply during this time.

(e) You are required to continue working diligently during this period. All the lesson plans and records must be brought to date. Upon finishing the notice period, you should hand over all your textbooks, resource books, lesson plans, library books and all further material and records as required by the management.

(f) A caution deposit amounting to two months' salary has to be deposited during the course of the year. The salary for the month of June, 2019 will be added to the deposit. The balance of the deposit can be deposited in the school account on the 13th of June or it can be deducted from your salary in ten equal installments.

(g) Once all the aforementioned requirements have been satisfied, the caution deposit will be returned to you. In the event that you fail to fulfill these requirements, your deposit will be retained by the school authorities.

For Green Gables International School
(Akshaya Educational Society)

Headmistress

OFFER CUM APPOINTMENT LETTER

Suraksha Sinha
h.no 1-5-927 om sri sai nagar colonyold alwal

IND

Dear Suraksha,

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 **Tron Associate** at **Hyderabad**, 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.

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2018-2019
BBA

RAAM GROUP

Date: 6th October 2018

BBA

Letter of Offer of Employment

Dear Ahmed Ali Khan ,

Raam Group is excited to bring you onboard as Business Trainee.

We are delighted to offer you the position of Business Trainee at Raam Group. It has been a pleasure interacting with you during campus recruitment drive 2018-19 at Loyola,Hyderabad.
We are committed to provide you with every opportunity to learn grow and stretch to the highest level of your ability and potential. As part of this family we expect you to build relations, be accountable for your performance and committed to deliver outstanding quality and results that exceed expectations.
We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing

Gross Salary	: 2.4 LPA
Probation Period	: 3 months
Designation	: Business Trainee
Date of Joining	: After completion of graduation
Location	: Hyderabad
Initial Company	: Raam Honda

Your performance and compensation will be reviewed annually.

A detailed appointment letter will be handed over to you at the time of your joining after complying with the joining formalities as per the rules of the organization.

This offer is valid subject to your medical fitness, and background verification checks.

Kindly intimate your acceptance via email. If you require any clarification, please contact **Mr. Satya Nikhit** on telephone no **7288886163.**

We welcome you and wish you all the best for a long and fruitful career with us.

Yours faithfully,

Raam Group

Terms & Conditions

1. Incentives are applicable after completion of 1st year.
2. Salary increments would be as per industry standards.
3. Leaves are applicable after serving the probation period.

I accept the offer made above:

Ahmed Ali Khan

(Signature of the candidate)

23rd October, ~~1997~~ 2018.

(Date)

RAAM Group

BBA 2018-19

BBA 111716029036 2018-2019 B.B.A.

STATE STREET.

Highly Confidential

StateStreet Corporate Services Mumbai Pvt Ltd.
3rd Floor, 6B RMZ Ecoworld,
Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

LETTER OF INTENT

Name:	Manmohan Singh	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	**25,000**	**3,00,000**

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons: 1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance: Coverage upto 3 times of annual salary (for self only).
Life Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance: Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Manmohan Singh

Date:

CIN U74130KA2007PTC043738

1117160290 47
2018-2019
BBA

RAAM GROUP

Date: 6th October 2018

Letter of Offer of Employment

BBA

Dear Raunaq Goyal,

Raam Group is excited to bring you onboard as Business Trainee.

We are delighted to offer you the position of Business Trainee at Raam Group. It has been a pleasure interacting with you during campus recruitment drive 2018-19 at Loyola,Hyderabad.
We are committed to provide you with every opportunity to learn grow and stretch to the highest level of your ability and potential. As part of this family we expect you to build relations, be accountable for your performance and committed to deliver outstanding quality and results that exceed expectations.
We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing

Gross Salary	: 2.4 LPA
Probation Period	: 3 months
Designation	: Business Trainee
Date of Joining	: After completion of graduation
Location	: Hyderabad
Initial Company	: Raam Honda

Your performance and compensation will be reviewed annually.

A detailed appointment letter will be handed over to you at the time of your joining after complying with the joining formalities as per the rules of the organization.

This offer is valid subject to your medical fitness, and background verification checks.

Kindly intimate your acceptance via email. If you require any clarification, please contact **Mr. Satya Nikhit** on telephone no **7288886163.**

We welcome you and wish you all the best for a long and fruitful career with us.

Yours faithfully,

Raam Group

Terms & Conditions

1. Incentives are applicable after completion of 1st year.
2. Salary increments would be as per industry standards.
3. Leaves are applicable after serving the probation period.

I accept the offer made above:

(Signature of the candidate) (Date)

RAAM Group

111716029048
2018-2019
BBA

STATE STREET.

Highly Confidential

StateStreet Corporate Services Mumbai Pvt Ltd

3rd Floor, 6B RMZ Ecoworld,
Outer Ring Road, Varthur Hobli
Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

LETTER OF INTENT

Name:	Rohit L Baid	**Date of Joining:**	June'2019 - October'2019
Title	Associate 1	**Location:**	Hyderabad

SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	8,750	1,05,000
Home Rental Allowance	4,375	52,500
Leave Travel Allowance	1,458	17,500
Statutory Bonus	1,750	21,000
Special Allowance	7,197	86,360
Employee State Insurance- Company Contribution	-	-
Provident Fund - Company Contribution	1,050	12,600
Gratuity - Company Contribution	420	5,040
GUARANTEED CASH (TOTAL COMPENSATION)	25,000	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.
2. This offer is a conditional letter and is subjected to you clearing your academics as per your Institution/university guidelines
3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anti-corruption requirements & background verification checks conducted by the company.
4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.
5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes
Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name: Rohit L Baid

Date: 22/01/2019

CIN:U74130KA2007PTC043738

Information Classification: Highly Confidential

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M(A.

To,
Mr. Baireddy Hanmanth Reddy,
(+91) 7382122197, Hanmanthreddy96@gmail.com
College – Loyola Degree College

Date: 20-Nov-2018

Internship Offer Letter

Congratulations!!

Controture eCommerce Pvt Ltd (referred as 'Company') is pleased to offer you an educational project internship opportunity in our technology department development centre office located in Hyderabad, Telangana. Your designed position will be 'Associate Project Intern'.

For this position, your major duties will include the understanding and exploring the assigned project requirements, designing and implementing a technology solution with all the project life cycle phases including the project document artifacts. All the design and solution developed will be part of the organization ownership, IP (Intellectual Property) and strictly not to be copied or taken out of organization for any personal or commercial reasons.

Your schedule will be at least 45 hours per week beginning 03-JAN-2019. Your assignment will conclude on 31-MAY-2019 or on delivering the assigned scope of work to the fullest mutually agreeable quality and the head of department sign off.

As you will be receiving academic credit for this position, you will not be paid or you don't need to pay anything towards the assigned project work in our organization up front or monthly basis. Based on the quality of project and on the completion of deliverables, management would share a monetary reward which is not predefined in nature.

Confidentiality & Copyrights Assignments: During your internship and (if your internship is discontinued for any reason whatsoever) thereafter, you agree to hold in strictest confidence, and not to use, except for the benefit of the Company to the extent necessary to perform obligations to the Company, and not to disclose to any person, firm, corporation or other entity, without written authorization from the Company in each instance, any Confidential Information (as defined below) that you obtain, access or create during the term of the internship, whether or not during working hours, until such Confidential Information becomes publicly and widely known and made generally available through no wrongful act of yours or of others who were under confidentiality obligations as to the item or items involved. You further agree not to make copies of such Confidential Information except as authorized by the Company

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and that you will not reverse engineer or attempt to derive the composition or underlying information, structure or ideas of any Confidential Information. The foregoing does not grant you a license in or to any of the Confidential Information.

"Confidential Information" means information and physical material not generally known or available outside the Company and information and physical material entrusted to the Company in confidence by third parties. Confidential Information includes, without limitation: (i) Company Inventions (as defined below); (ii) technical data, trade secrets, know-how, research, product or service ideas or plans, software codes and designs, developments, inventions, laboratory notebooks, processes, formulas, techniques, biological materials, mask works, engineering designs and drawings, hardware configuration information, lists of, or information relating to, employees, interns and consultants of the Company (including, but not limited to, the names, contact information, jobs, compensation, and expertise of such interns, employees and consultants), lists of, or information relating to, suppliers and customers (including, but not limited to, customers of the Company on whom you called or with whom you became acquainted during the internship), price lists, pricing methodologies, cost data, market share data, marketing plans, licenses, contract information, business plans, financial forecasts, historical financial data, budgets or other business information disclosed to you by the Company either directly or indirectly, whether in writing, electronically, orally, or by observation.

"Inventions" means discoveries, developments, concepts, designs, ideas, know how, improvements, inventions, trade secrets and/or original works of authorship, whether or not patentable, copyrightable or otherwise legally protectable. You understand this includes, but is not limited to, any new product, machine, article of manufacture, biological material, method, procedure, process, technique, use, equipment, device, apparatus, system, compound, formulation, composition of matter, design or configuration of any kind, or any improvement thereon. You understand that "Company Inventions" means any and all Inventions that you may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of the internship.

You further agree to assign to the Company, or its designee, all right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, drawings, discoveries, algorithms, formulas, computer code, ideas, trademarks, or trade secrets, whether or not patentable or registrable under patent, copyright or similar laws, related to the Company's business, which you solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, with the use of Company's equipment, supplies, facilities, assets, or Company Confidential Information, or which may arise out of any research or other activity created in the scope of this internship.

In consideration for your internship at the Company, and disclosure of the information, you also agree that: (1) on the end of your association with the Company, you will promptly return all Proprietary Information and all copies, extracts, and other objects or items in which it may be contained or embodied; (2) you will promptly notify the Company of any unauthorized release of Proprietary Information within your control; (3) you agree to follow the Company's strict policy that employees and interns must not disclose, either directly or indirectly, any information, including any of the terms of this letter, regarding compensation to any person, including other employees and interns of the Company;

provided, however, that you may discuss the terms of this letter with members of your immediate family and any legal, tax or accounting specialists who provide you with individual legal, tax or accounting advice; and (4) you understand and agree that any breach by you of the provisions in this section could cause the Company to suffer irreparable harm and no adequate remedy at law would be available in respect thereof. Accordingly, you agree that upon any such breach, the Company shall be entitled to seek equitable relief, as well as such further relief as may be granted by a court of competent jurisdiction.

Please review, sign and send scan copy via email to confirm acceptance, no later than close of business on 18-Dec-2018. We look forward to your joining and welcoming into our team.

Sincerely

Management

Controture eCommerce Pvt Ltd

I accept the above offer and will begin on _____ day Of _____ month and _____ year

Intern Signature

This content is intended only to provide an overview on matters of interest. It is not intended to be comprehensive nor does it constitute legal advise.

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MCA.

Date: 20-Nov-2018

To,
Mr. Gunnala Sreekanth Reddy,
(+91) 9000014991, gsrikanthreddy1234@gmail.com
College – Loyola Degree College

Internship Offer Letter

Congratulations!!

Controture eCommerce Pvt Ltd (referred as 'Company') is pleased to offer you an educational project internship opportunity in our technology department development centre office located in Hyderabad, Telangana. Your designed position will be 'Associate Project Intern'.

For this position, your major duties will include the understanding and exploring the assigned project requirements, designing and implementing a technology solution with all the project life cycle phases including the project document artifacts. All the design and solution developed will be part of the organization ownership, IP (Intellectual Property) and strictly not to be copied or taken out of organization for any personal or commercial reasons.

Your schedule will be at least 45 hours per week beginning 03-JAN-2019 .Your assignment will conclude on 31-MAY-2019 or on delivering the assigned scope of work to the fullest mutually agreeable quality and the head of department sign off.

As you will be receiving academic credit for this position, you will not be paid or you don't need to pay anything towards the assigned project work in our organization up front or monthly basis. Based on the quality of project and on the completion of deliverables, management would share a monetary reward which is not predefined in nature.

Confidentiality & Copyrights Assignments: During your internship and (if your internship is discontinued for any reason whatsoever) thereafter, you agree to hold in strictest confidence, and not to use, except for the benefit of the Company to the extent necessary to perform obligations t the Company, and not to disclose to any person, firm, corporation or other entity, without written authorization from the Company in each instance, any Confidential Information (as defined below that you obtain, access or create during the term of the internship, whether or not during workin hours, until such Confidential Information becomes publicly and widely known and made general available through no wrongful act of yours or of others who were under confidentiality obligation as to the item or items involved. You further agree not to make copies of such Confidential Information except as authorized by the Company

id that you will not reverse engineer or attempt to derive the composition or underlying information, structure or ideas of any Confidential Information. The foregoing does not grant you a license in or to any of the Confidential Information.

"Confidential Information" means information and physical material not generally known or available outside the Company and information and physical material entrusted to the Company in confidence by third parties. Confidential Information includes, without limitation: (i) Company Inventions (as defined below); (ii) technical data, trade secrets, know-how, research, product or service ideas or plans, software codes and designs, developments, inventions, laboratory notebooks, processes, formulas, techniques, biological materials, mask works, engineering designs and drawings, hardware configuration information, lists of, or information relating to, employees, interns and consultants of the Company (including, but not limited to, the names, contact information, jobs, compensation, and expertise of such interns, employees and consultants), lists of, or information relating to, suppliers and customers (including, but not limited to, customers of the Company on whom you called or with whom you became acquainted during the internship), price lists, pricing methodologies, cost data, market share data, marketing plans, licenses, contract information, business plans, financial forecasts, historical financial data, budgets or other business information disclosed to you by the Company either directly or indirectly, whether in writing, electronically, orally, or by observation.

"Inventions" means discoveries, developments, concepts, designs, ideas, know how, improvements, inventions, trade secrets and/or original works of authorship, whether or not patentable, copyrightable or otherwise legally protectable. You understand this includes, but is not limited to, any new product, machine, article of manufacture, biological material, method, procedure, process, technique, use, equipment, device, apparatus, system, compound, formulation, composition of matter, design or configuration of any kind, or any improvement thereon. You understand that "Company Inventions" means any and all Inventions that you may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of the internship.

You further agree to assign to the Company, or its designee, all right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, drawings, discoveries, algorithms, formulas, computer code, ideas, trademarks, or trade secrets, whether or not patentable or registrable under patent, copyright or similar laws, related to the Company's business, which you solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, with the use of Company's equipment, supplies, facilities, assets, or Company Confidential Information, or which may arise out of any research or other activity created in the scope of this internship.

In consideration for your internship at the Company, and disclosure of the information, you also agree that: (1) on the end of your association with the Company, you will promptly return all Proprietary Information and all copies, extracts, and other objects or items in which it may be contained or embodied; (2) you will promptly notify the Company of any unauthorized release of Proprietary Information within your control; (3) you agree to follow the Company's strict policy that employees and interns must not disclose, either directly or indirectly, any information, including any of the terms of this letter, regarding compensation to any person, including other employees and interns of the Company;

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provided, however, that you may discuss the terms of this letter with members of your immediate family and any legal, tax or accounting specialists who provide you with individual legal, tax or accounting advice; and (4) you understand and agree that any breach by you of the provisions in this section could cause the Company to suffer irreparable harm and no adequate remedy at law would be available in respect thereof. Accordingly, you agree that upon any such breach, the Company shall be entitled to seek equitable relief, as well as such further relief as may be granted by a court of competent jurisdiction.

Please review, sign and send scan copy via email to confirm acceptance, no later than close of business on 28-Nov-2018. We look forward to your joining and welcoming into our team.

Sincerely

Management

Controture eCommerce Pvt Ltd

I accept the above offer and will begin on _____ day Of _____ month and _____ year

Intern Signature

This content is intended only to provide an overview on matters of interest. It is not intended to be comprehensive nor does it constitute legal advise.

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2018-2019
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caribou
TECHNOLOGIES

Flat 103 Plot 68 Abhiteja Classic Villa Gautami Enclave Kondapur Hyderabad Telangana 500084 http://caribouteh.com

Date: September 20th 2018

To
Roshan Kumar Singh,
S/o Sri Pameshwar Singh
Hajipur, Dayalpur Sapna
Vaishali, Bihar -844502

Dear Mr. Roshan Kumar Singh,

On behalf of Caribou Technologies Pvt Ltd., I am pleased to extend you the offer of **Student Internship** , your mentor during the period of internship will be **Lead Software Development Engineer** . If you accept this offer, you will begin your internship with the Company on **January 3rd 2019** .

You will be paid INR 9,000 per month, less applicable taxes and withholdings if any. As an **Student Intern**, you will not receive any of the employee benefits that regular Company employees receive. Your guaranteed internship is expected to end on **March 31st 2019.** However, at the sole discretion of the Company, the duration of the internship may be extended with advance notice till 2nd June 2019 or can be shortened with or without advance notice after the guaranteed internship.

During your internship, you may have access to confidential business information belonging to the Company. By accepting this offer of internship, 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 internship, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it. If you have any questions, please do not hesitate to contact me.

We look forward to having you join the team.

Very truly yours,

Caribou Technologies Private Limited

Renuka Mishra
Manager, HR

M.C.A 2018-2019

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2018-2019
M.C.A.

caribou
TECHNOLOGIES

Flat 103 Plot 68 Abhiteja Classic Villa Gautami Enclave Kondapur Hyderabad Telangana 500084 http://caribouteh.com

To
Vikash Kumar ,
S/o Sri Narayan Jha
Azad Nagar,Karnibagh(In front of Bharth Petrol Pump)
Deoghar, Jharkhand-814112

Date: September 20th 2018

Dear Mr. Vikash Kumar,

On behalf of Caribou Technologies Pvt Ltd., I am pleased to extend you the offer of **Student Internship** , your mentor during the period of internship will be **Lead Software Development Engineer** . If you accept this offer, you will begin your internship with the Company on **January 3rd 2019** .

You will be paid INR 9,000 per month, less applicable taxes and withholdings if any. As an **Student Intern**, you will not receive any of the employee benefits that regular Company employees receive. Your guaranteed internship is expected to end on **March 31st 2019**. However, at the sole discretion of the Company, the duration of the internship may be extended with advance notice till 2nd June 2019 or can be shortened with or without advance notice after the guaranteed internship.

During your internship, you may have access to confidential business information belonging to the Company. By accepting this offer of internship, 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 internship, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it. If you have any questions, please do not hesitate to contact me.

We look forward to having you join the team.

Very truly yours,

Caribou Technologies Private Limited

Renuka Mishra
Manager, HR

111704417201

GreenPark
Hotels and Resorts Limited

Date: 28th Mar, 2019

MBA

Ms. Shanney Alice George
H. no 26- 85/1, Chanikyapuri Colony,
Safilguda,Malkajgiri,
Hyderabad - 500047

LETTER OF INTENT

With reference to your application and the subsequent interview you had with us, we are pleased to inform that you have been selected for the position of **Management Trainee – Sales.**

This offer and appointment is valid subject to your successful completion of the post graduation in Management.

The training appointment letter will be issued at the time of your joining.

Your date of joining would be on **15th April 2019.**

Kindly acknowledge the receipt of the same.

Thanking you

For GreenPark Hotel and Resorts Limited,

K. Mohan Krishna
President

Encl : List of Documents to be submitted to HR at the time of joining

Annexure I

Compensation Break-up			
Name	Ms. Shanney Alice George		
Designation	Management Trainee		
Unit	GPHRL		
Grade	E1		
Date of Joining	15.04.2019		
Component	**Monthly**	**Per Annum**	**Remarks**
BASIC	10,859.00	130,308.00	
HRA	4,344.00	52,128.00	
TA	9,592.00	115,104.00	
C C A	9,592.00	115,104.00	
Monthly Salary (A)	**34,387**	**412,644.00**	
Medical (Quarterly)	905.00	10,859.00	Paid at the end of every quarter
LTA (Per annum)	905.00	10,859.00	Paid on completion of one year
Other Fixed Components (B)	1,810.00	21,718.00	
Gross Salary (A+B)	**36,197**	**434,364.00**	
Company Contribution to PF	1,303.00	15,636.00	
Other Benefits Total (C)	**1,303.00**	**15,636.00**	
TOTAL CTC (A+B+C)	**37,500.00**	**450,000.00**	

(Accepted

2014 MBA 11170441720 2

FACTSET) SEE THE ADVANTAGE

28/03/2019

Vineeth Motakatla
12-11-592, Warasiguda, Secunderabad
Hyderabad- 500061

Offer of Employment

Dear Vineeth

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Advisor, Client Solutions** with effect from **19 July, 2019** . You will be based in our India, Hyderabad, DVS, SEZ-3 - Orion B4,5; FL 8,10 (Hyderabad - Divyasree 2) office. We extend this offer and the opportunity with great confidence in your abilities based upon your credentials and the information shared during your interview. We feel that you will be able to make an outstanding contribution to our organization.

Your annual Cost to the Company is **3,97,354** and will be subject to statutory and other deductions as per employer policies and practices.

The details of your compensation breakdown are provided in the **Annexure A**.

Your compensation details are confidential and you may discuss it only with the undersigned 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 organization.

Your employment with us will be governed by the Terms & Conditions as detailed in **Annexure B.**

Please provide your response indicating your acceptance of our offer as per the terms and conditions

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2014 MBA 111704417202

FACTSET) SEE THE ADVANTAGE

28/03/2019

Vineeth Motakatla
12-11-592, Warasiguda, Secunderabad
Hyderabad- 500061

Offer of Employment

Dear Vineeth

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Advisor, Client Solutions** with effect from **19 July, 2019** . You will be based in our India, Hyderabad, DVS, SEZ-3 - Orion B4,5; FL 8,10 (Hyderabad - Divyasree 2) office. We extend this offer and the opportunity with great confidence in your abilities based upon your credentials and the information shared during your interview. We feel that you will be able to make an outstanding contribution to our organization.

Your annual Cost to the Company is **3,97,354** and will be subject to statutory and other deductions as per employer policies and practices.

The details of your compensation breakdown are provided in the **Annexure A**.

Your compensation details are confidential and you may discuss it only with the undersigned 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 organization.

Your employment with us will be governed by the Terms & Conditions as detailed in **Annexure B.**

Please provide your response indicating your acceptance of our offer as per the terms and conditions

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FactSet Research Systems Inc
www.factset.com

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MBA 2019

Invesco

H.No : 4-50-306/a, Maqdum Nagar, Hyderabad.
Jagathgiri Gutta,
Hyderabad 500037

Invesco (India) Pvt. Ltd. (SEZ Unit)
DivyaSree Orion, 14th & 15th Floor
Block 6 North Tower, Survey # 66/1,
Raidurgam, Serilingampally Mandal,
RangaReddy District, Hyderabad 500 032
India

Telephone +91 40 674 80000
www.invesco.com
CIN# : U72200AP2009PTC064852

May 17, 2019

Dear Jayasheela Yeruva

Congratulations! We are pleased to offer you the position of Trainee - Investment Services for Invesco India Pvt. Ltd. ('IIPL or Invesco') effective May 22, 2019. This position will be located in our office at DivyaSree Orion, Survey No. 66/1, Ranga Reddy District, Hyderabad 500 032. People are the foundation of our success and we believe you possess the experience, capability and talent to help us further build our organization into one of the preeminent leaders in the investment community. Speaking not only for myself, but for my colleagues as well, we look forward to the opportunity of working with you to achieve our collective objectives.

The terms and conditions of your employment with IIPL are set forth below, which, together with Annexure A (Compensation) and Annexure B (Additional Terms and Conditions of Employment) attachment hereto and incorporated herein, shall constitute the entire agreement between you and IIPL regarding your employment with IIPL (collectively, the "Agreement"). If the terms and conditions of the Agreement meet with your approval please evidence your acceptance of such by signing where indicated below.

This offer and your services are contingent upon the satisfactory background investigations including employment history. Any personal references and any negative report received by the Company from any person including your existing or earlier employer shall be solely for the Company's use and confidential, and you undertake not to request for a copy thereof or base a claim of any nature against any person including the Company with regard to such report or satisfaction reached by the Company. At your request, we understand that no background check with your present employer will be initiated by us prior to expiry of 7 days of your accepting the offer letter.

Compensation

Annual CTC

You will receive an annual CTC of Rs 3,30,000. For further details, please refer to Annexure A hereof.

Discretionary Bonus Program

In addition, you will be eligible for Invesco's annual discretionary bonus program. Your target bonus range will be between 0% -

1117-04417206

GreenPark
Hotels and Resorts Limited

MBA

Date: 28th Mar, 2019

Ms. Simran Philomena Xavier
H. No. 12-7-112/18/5a, New Mettuguda,
Secunderabad, Telangana - 500017

LETTER OF INTENT

With reference to your application and the subsequent interview you had with us, we are pleased to inform that you have been selected for the position of **Management Trainee – Human Resources.**

This offer and appointment is valid subject to your successful completion of the post graduation in Management.

The training appointment letter will be issued at the time of your joining.

Your date of joining would be on **15th April 2019.**

Kindly acknowledge the receipt of the same.

Thanking you

For GreenPark Hotel and Resorts Limited,

K. Mohan Krishna
President

Encl : List of Documents to be submitted to HR at the time of joining

Corporate Office: Hotel Marigold Campus, 7-1-25, Greenlands, Begumpet, Hyderabad - 500 016

August 26, 2019

Mr. Ankith Santhosh Muratoty
House no. 1-20/5/A, Kothaguda, Safari Nagar
Serilingampally-500084, Telangana, India

SUB: APPOINTMENT LETTER

Dear Ankith,

It is with pleasure that we formally extend to you our offer to join DEFTeam Solutions Pvt. Ltd as a "Business Development Executive" at DEFTeam's Hyderabad office located at Suraj Arcade (First Floor) in Kundanbagh, Begumpet - Hyderabad. The major aspects of our offer are detailed below:

1. Designation:

You will be designated as "***Business Development Executive***".

2. Compensation:

Your salary and benefits will be amounting to a **CTC of Rs. 3,50,000** (Rupees Three Lakh and Fifty Thousand only) per annum as detailed in **Annexure –I**. DEFTeam also offers some other benefits and the details of these **Non CTC Benefits** are in **Annexure –II.**

i) The salary will be paid once in a month and on the first working day of every month.

ii) Please note that the salary structure of the Company may be altered/modified at any time without prior notice and your package and remuneration and other terms may be accordingly altered/modified from time to time.

iii) Your remuneration package is strictly confidential between you and the Company and should not be discussed with any one nor divulged to anyone in any manner whatsoever.

3. Income Tax and other deductions:

Appropriate taxes and other statutory deductions as applicable from time to time will be deducted from your salary. You will be responsible for filing the relevant tax returns.

4. Probation period:

i. You will be on a probation period of six months from the date of joining and based upon your performance the probation period can be reduced or extended by the sole discretion of the DEFTeam Management. After completing your probation period you will be absorbed as a regular employee of DEFTeam and a separate letter to that effect will be provided to you.

ii. Please be informed that your learning & work related tasks will be monitored at regular intervals during the probation period. In case your probation period is extended, it can be extended only for one term of 3 months. If at the ending of the extended probation period it is still found that your performance is not up to the mark, your services with DEFTeam can be terminated. During probation your services will be liable for termination with a notice of Fifteen (15) days from either party without having to assign any reasons thereof.

iii. On confirmation, your services will be liable for termination on three months' notice from either side without having to assign any reasons thereof; or one month's remuneration in lieu thereof (as per Company's rules) will be payable by the party terminating the employment to the other party.

iv. In the event of your serving on the Company a notice of termination of employment by submitting a resignation letter, the Company shall have the option to waive the notice period partly of fully

v. without paying you any salary or compensation for the notice period waived and also decide: (a) whether the notice period shall run concurrently with the period or any leave which may be granted to you; and (b) whether your notice period should stand extended to the extent of leave availed of by you.

5. Commitment period:

i. As the company has invested in your training, you will be required to serve the company for a period of at least 36 months from the start date of this letter.

ii. In case you leave before the stipulated agreed commitment period of 36 months (ending on August 25 ,2022), you will be required to pay a penalty of Rs. 350,000 (Three lakhs Fifty Thousand only) or the salary equivalent to preceding 12 months of your salary paid to you by DEFTeam, whichever is higher.

6. Annual Increment:

Your performance will be reviewed at the end of each year of your working with DEFTeam and your compensation will be reviewed based upon the result of your annual performance review. However, performance reviews are not conducted for employees who have been with DEFTeam for less than six months.

7. Duties and Responsibilities:

i. The management from time to time will assign your duties to you. In view of your position and office, you must effectively, diligently and to the best of your abilities perform all responsibilities and ensure results.

ii. Your services will be liable to transfer to any of our offices, project locations, Divisions, Departments etc. or for deputation to any organization, to be posted to any of their offices, Project locations, and departments, Divisions etc. at anytime, anywhere in India or abroad. In the event of such transfer/deputation, details of the terms and conditions including modifications if any to your emoluments etc. will be communicated to you at an appropriate time.

iii. You may be required to undertake travel domestically as well as internationally on Company work for which you will be reimbursed travel expenses as per the Company policy applicable to you.

8. Working hours:

Your working hours will be same as applicable and observed depending upon your place of posting and as amended from time to time. In general our office hours will be from 9.30 AM to 7 PM IST – Monday through Friday. When on a client site you will be required to work as per the client's office timings and will be required to work for a *minimum of 168 hrs per month.*

9. Absence from Duty:

In case you remain absent without sanctioned leave or beyond the period of leave originally granted or subsequently extended, you shall loose on your employment with the Company.

10. Leave, Benefits:

During probation period, you will not be entitled to any paid leave except the standard and notified leave as per DEFTeam's Holiday List. Any leave taken during probation period will be unpaid and your probation period can be extended accordingly.

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You will be entitled to leave, holidays as applicable to your category of employees, location and posting. While working in the Company office, upon confirmation of probation period, you will be entitled to 15 working days of leave annually which gets accrued on the 1st of every month. You will also be entitled for 5 days of sick leave in a year. The other details are mentioned in the HR Policy Manual.

11. Professional Conduct:

During your employment with the Company, you will, at all times, observe secrecy in respect of any technical, trade or business data, customers names/business details or any other information that might come to your knowledge or possession, which according to the Company are necessarily confidential and form valuable property of the Company. You will be required to sign a separate *"Employment agreement"* with DEFTeam, which will be provided to you at the time of joining.

12. Documents etc.:

You will be required to submit to our H.R. function, a certain set of documents in proof of your experience, qualification etc. at the time of reporting for duties and hence are advised to come prepared accordingly. Please note that Company reserves the right not to accept you into the rolls or after such acceptance, to discharge you from the rolls, in case you not fulfill the requirements as specified in this section.

13. Joining date:

Your date of joining DEFTeam at our Hyderabad office post completion of your internship would be Aug 26, 2019.

Please treat the details of this offer in strict confidence and for our records please sign and return one copy of this letter to confirm your acceptance of all the terms of employment mentioned as part of this document. If you need any further information, please do not hesitate to contact the HR department.

We would like to enlighten to you that DEFTeam has aggressive growth plans for 2019-20 and beyond and hope that you will have an exciting and satisfying career at DEFTeam. We are glad that you are going to be part of this success journey.

Wishing you all the very best,

Sincerely,

For DEFTeam Solutions Pvt. Ltd.

Kiran J. Soin
Chief Delivery Office

I hereby accept the above offer,

_____
Ankith Santhosh Muratoty

Dated: _____

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Converting thought into action

ANNEXURE – I

Salary Compensation& Benefits Structure		
Name	**Ankith Santhosh Muratoty**	
Designation	**Business Development Executive**	
Employee ID	**HYD0208SL**	
DOJ (post internship)	**26-Aug-19**	
Level	**E 1**	
Band	**B**	
	Per Month	Per Annum
Base Components (A)		
Basic	14583	175000
HRA	5833	70000
Allowances (B)		
Medical	1000	12000
Conveyance	1600	19200
Special Allowance	926	11112
Standard Deductions	2000	24000
Fixed Compensation Monthly (A + B)	**25943**	**311312**
Retirement and Accidental Benefits (C)		
PF	**1750**	21000
Gratuity	**702**	8418
Insurance	**773**	9270
Fixed Compensation Yearly (A + B + C)	**29167**	**350000**
Assured Bonus		0
Variable Compensation (at 100% achievement)		0
Cost to Company- CTC (Fixed Compensation + Variable Compensation at 100% bonus achievement)		**350000**

The above salary structure is subject to statutory deductions like Income Tax, Professional Tax and Provident Fund etc.

#Medical can be claimed quarterly or annually to avail tax benefits.

**Gratuity is payable as per the Gratuity Act published by Govt. of India.

I have read understood and agree to abide by the aforesaid terms and conditions of this letter and accept the above mentioned revised CTC.

For **DEFTeam Solutions Pvt. Ltd.**

Kiran J. Soin
Chief Delivery Officer

Ankith Santhosh Muratoty

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ANNEXURE – II

Other Benefits (Non CTC Benefits)

DEFTeam offers the following additional benefits to qualifying employees:

* *Profit Sharing with the qualified employees ©*

* *On / site project allowance ☼*

* *Employee Training [Internal and External] on latest trends in Technology – Open Source BI and Predictive Analytics and related technologies or related to your domain specific.*

© DEFTeam management wants to reward the employees who are significantly over achievers and will be defining qualifying criteria each year for Employee Profit Sharing, which will be communicated to deserving employees.

☼ Ref : HR Manual clause – Travel and Accommodation

As you are aware, the year ahead is going to pose several challenges. We demand exceptional performance from all of us to sustain our leadership contributions. We are confident that you will rise to this challenge and pool in your energies, competence and commitment to achieve further heights!!

For **DEFTeam Solutions Pvt. Ltd.**

Kiran J. Soin
Chief Delivery Officer

I hereby accept the above revision,

_____
Ankith Santhosh Muratoty

Dated: _____

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/

MBA

SBFC

Date: 05 March 2019

Ref No: 554181587607

Ms. Andrea Joseph Celestie
H.No : 12-5-54/3/1-402, Sri Venkata Sadan Apartments,
Vijaypuri Colony, Tarnaka, Secunderabad.
Telangana
Pincode - 500007

Dear Andrea Joseph Celestie,

We are pleased to offer you the position of **Management Trainee** (Grade **L8-M) - Business**. This position will be based in **Hyderabad** and you will report to **Ashish Singh**. Your tentative date of joining will be in **Mid of May 2019**.

Your Compensation as discussed and agreed upon is detailed in the annexure attached to this letter. A formal "Appointment Letter" detailing the terms and conditions of appointment will be issued on your joining.

Looking forward to your joining and a long, fruitful association.

Yours Sincerely,
for Small Business FinCredit Pvt Limited

Vivek Tripathi
Chief Human Resource Officer

Please Note: This offer is contingent to your joining on the said date and background verification. Any change in the date of joining will require our consent.

Enclosed: (i) Compensation details (Annexure I)
(ii) List of Documents to be submitted (Annexure II)

SBFC

Annexure I

Compensation Structure

Name:	**Andrea Joseph Celestie**	Role:	**Management Trainee**
Grade:	**L8-M**	Location:	**Mumbai**
Department:	**Business**	Tentative Date of Joining:	**Mid of May 2019**

Salary Breakup:

Particulars	**Amount in INR Per Annum**
Basic	140004
Advance Bonus	28004
HRA	84000
Conveyance Allowance	19200
Medical	15000
Ex gratia	12000
Prof. Development	6996
Other Allowance	71268
PF @12% (Employer Contribution)	16800
Gratuity	6734
Retention Pay*	100000
CTC	**500006**

*You will be eligible for Retention Pay after completion of 1st year provided you are rated 'B' and above in the appraisals and reflecting as Active on rolls of the organization on pay date.

Other Benefits:

Personal Accident Cover	Personal accident covers for self in case of death or disability.
Mediclaim	You will be covered under Mediclaim insurance for self, spouse & two children.
Term Life Insurance	You will be covered under group Term Life Insurance policy.
Gratuity	As per Gratuity Act.

Note: Compensation is a personal & confidential matter between you and the company. You are not supposed to discuss or share this with anyone.

2019 MBA

HR AXIOM

July 27, 2019

15

G.SUGANDHI DANIEL
Hyderabad

Dear Ms. Sugandhi Daniel,

Subject: Employment Offer

Congratulations!

Further to your application for employment with us, and our subsequent discussions, we are pleased to extend our employment offer to you for a position of **HR Executive** with **HR Axiom Solutions.**

The terms and conditions of this offer are as follows:

a. Compensation – Your annual compensation would be a **Cost To The Company of INR 1,20,000/- (Rupees One Lakh Twenty Thousand Only).**

b. Your initial place of posting shall be at the Company's offices at Hyderabad, your services can be transferred to any location in India or abroad subject to Company policies and business requirements from time to time.

c. You will be governed by the Company's policies, with respect to Leave entitlements, Expense reimbursements and other HR & Business policies which are applicable from time to time. A detailed appointment letter with all the terms and conditions will be issued on your date of joining.

d. This Offer letter is valid for a period of 15 days from the date of this letter and you will join the Company on or before the expiry of this period.

e. By accepting this Offer Letter, you confirm, it shall not be in conflict with any other agreement that you may have entered into or any obligation that you may be bound to, in the past.

f. Please find the details of the documents/information required at the time of joining, in Annexure A.

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HONDA

Pride Honda
Sree Krishna Automotives Hyd. Pvt. Ltd.
Plot No. 9, Survey No. 64, Huda Techno Enclave,
Near Hi-Tech City, Madhapur, Hyderabad - 500081.
Phone : 040-40170321, Fax 040-40170322
Cell : 9505100000, 9505200000, 9505300000
Website : www.pridehonda.com
CIN : U35911TG2000PTC051302

16

APPOINTMENT LETTER

12/09 /2019

Dear Mr. Pasala Bala charan ,

We are extremely pleased to welcome you into the 'PRIDE HONDA'. Based on the personal interview we had with you and the information provided, we are offering you an appointment as Trainee-Sales Consultant in (Nalgonda) location with effective from 12/09/2019.

The terms and conditions are as follows:-

1. This appointment shall initially be on probation for a period of 3 Months.
2. After the probationary period, the company will assess your work, conduct and general attitude. The management, at its sole discretion, may increase/ terminate employment or confirm your appointment as a permanent employee.
3. You are responsible for such duties and functions as directed by your reporting officer or supervisor, management or any other person nominated by the management to allocate work to you from time to time.
4. During the period of your employment with the company or thereafter, you will not divulge to any other person, orally or in writing or in any manner whatsoever, directly or indirectly any information, knowledge or skill, relating to the affairs of the company, or its allied /associated/subsidiary companies, which you may have acquired by reason of your employment with the company.
5. You will be entitled to such leave as may be prescribed by the rules and policies for the time being in force and the changes that take place from time to time.
6. The timings at the job are need based and you may be required to work based on the business needs and will be as prevailing in the industry.

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Teleperformance

Date: February 01, 2020

Employee Code: 40113331733

Ravela Domenic Sharathkumar

S 14 Surya Apt SR Nagar, G.E.C. Apts, Behind SR Nagar P.O.

Madinaguda Hyderabad

Telangana 500038 India

teleperformance.in

Letter of Appointment

Dear Ravela,

With reference to the interviews you have had with us in the recent past, we are pleased to make you an Offer of Employment in our Company. Your Grade will be Grade I and you will be designated as Analyst. You are required to report to the Client's office at Hyderabad on February 03, 2020 ("Joining Date") at 9:30 AM.

Your employment will be as per the following terms and conditions:

1. Your remuneration is detailed in the enclosed **Annexure I**. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.

2. Your duties and responsibilities will be as assigned by your immediate manager or other superior officer of the Company and the same will also include the jobs assigned by the Management from time to time.

3. The Company's business operates on a **24x7** basis and you may therefore be required to work in shifts including periodic night shifts. Work exigencies and your profile may require you to extend your work-timings in accordance with the *Working Hour & Attendance Policy*. By accepting and signing this letter you affirm your willingness to abide by this requirement.

4. While your initial place of posting will be at 's office at **Hyderabad** , you are liable to be transferred to any department/office anywhere in India/Overseas, or a company/entity formed by the promoters of transferred/assigned responsibility in any associate company or be recalled to your original location. Accordingly, your working hours/shift timings could be changed periodically depending on the work/process requirements. All such transfers shall be governed by the *Transfer Policy* of the company. In the event of you being deputed overseas for training and operations you will be require to and shall sign all required documentation as per the rules, regulation and policies of the Company.

5. Your appointment will be on probation for a period of **six months** from the date of your joining the Company or for an extended period of time **("Probation Period")** if found necessary. Your employment with the Company will be confirmed on the expiry of your Probation Period unless you are specifically advised otherwise in writing.

6. Your appointment shall continue, during your Probation Period or thereafter upon confirmation, unless your employment is discontinued by the Company, by providing not less than **30 Days ("Notice Period")** prior written notice. In the event you decide to leave the employment of the Company, you will be required to provide **30 Days** prior written notice to the Company, and the Company may at its sole discretion relieve you of your duties anytime during the notice period. You will be paid salary up to the last working day.

The Company at its discretion, during probation or on confirmation of your services thereof, without assigning any reason, can discontinue your employment on payment in lieu of Notice Period. Such payment will be calculated pro rate on the basis of your current Gross Fixed salary (subject to tax).

Name. R. Sharath Kumar — UID – 111704417218

Email Id – sharathkumar299@gmail.com — Cell No – 7673922556

Dept – M.BA

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Teleperformanc

In case of violation of any policies, procedures or rules of the Company or any other act of misconduct including but not limited to improper behaviour, theft or fraud, your services are liable to be discontinued without Notice Period or without payment in lieu of Notice Period.

7. You agree that this employment is conditional upon you successfully clearing the training as required. In the event of your in-ability to clear the training, the Company may relieve you of your duties with immediate effect without Notice Period or without payment in lieu of Notice Period.

8. You are employed as a permanent employee of the Company and are therefore not permitted to undertake any other employment or engage in any commercial activities, outside the Company, either honorary or otherwise, without your written approval of the Company.

9. You are required to maintain the highest order of discipline and secrecy about the work of the Company and/or its subsidiaries or associate companies and in case of any breach of trust/discipline, your services may be discontinued by the Company with immediate effect without notice period or without payment in lieu of notice period.

You are required to always maintain the highest standard of confidentiality towards Company information which includes but not limited to documents, files, records, customer details, project plans, strategies, developments, execution process, contracts, billing information, quality metrics, financial information about the Company etc. relating to business of the Company, which is proprietary to the Company and / or its clients and other information relating to the business of the Company which may be known, provided or confided to you (**"Confidential Information"**). You will not divulge or use such Confidential Information other than to fulfil your duties as an employee of the Company and while seeking the best interests of the Company. Under no circumstances will you disseminate information regarding the affairs of business matters of the company or information regarding its customers without proper authorization and / or prior written approval. All information that comes to your knowledge by reasons of your employment with the Company is deemed to be Confidential Information. Upon ceasing to be an employee of the Company, you shall immediately return any records, documents and other information of the Company which are in your possession and shall not retain or transmit any copies (electronic or otherwise) of the same. You will be required to sign a separate confidentiality agreement along with this letter and may be required to sign further confidentiality agreements as may be required by the Company. The Company acknowledges that individual marketing packages, Web sites, and other communications that have been developed for a client and have been placed in the "public domain", once distributed to the public may be no longer subject to client confidentiality provisions.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all the Company's current rules, regulations, policies and procedures, including **Global Essential Compliance & Security Policies** as may be in force from time to time and as may be notified and displayed. You will be bound by the existing and new security rules, regulations and policies of the Company, including physical frisking (pat down) process wherein, a search would be conducted of outer clothing to detect any concealed prohibited articles. All policies mentioned in this letter, as well as others are available on the Company intranet and may be changed/modified, at the Company's discretion. You are required to keep yourself updated with the Company's policies.

11. The Company shall have the right to vary, delete, and modify these terms and conditions of employment.

12. You will automatically retire from the services of the Company on the last day of the calendar month in which you attain the age of **Fifty-Eight years**. Your date of birth as per official records is **June 25, 1995**.

13. You are required to make a full and complete disclosure of any issues in past employment records, any relationships or dealings you have or propose to have/ enter into directly or through any of your relatives or family members, with any of the Company's agent, dealers, vendors, suppliers, subcontractors or the like by whatever name called.

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MBA 2019 · 111704417222

Gmail

maria stella <mariastellacuty@gmail.com>

Offer Letter- Accenture

1 message

Abacus-BPO_HelpDesk@accenture.com <Abacus-BPO_HelpDesk@accenture.com> Sat, Jul 27, 2019 at 1:22 PM
To: mariastellacuty@gmail.com
Cc: reshmi.kallepalle@accenture.com

DATE: 27-Jul-2019

Candidate Name: Maria stella nomula
Candidate Id: C3589141
Unique Reference Number/Unique Id: 70a90aef-73b8-4d29-992f-955d695f513a_2

Dear Maria stella,

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 in India.

Please follow below steps to access / view your Offer Letter

- Click on this link https://india.jobs.accenture.com/default.aspx and Login/Sign-in as a candidate using your registered credentials (email & password)
- You will be directed to your profile page
- Click on "Offer Letter - Click here to view the details" and enter your Unique Reference ID (mentioned at the top of this email), Candidate ID & registered mobile number. Click on Authenticate Offer Letter.
- An OTP is sent to your registered mobile number. Enter the OTP and click submit.
- The Offer letter and Terms of Employment will be listed along with other relevant documents and Annexures (Collectively called "Offer Letter").
- You may download/print the required documents and review them.

Request you to verify the details in the Offer Letter and confirm your decision by clicking on 'Accept Offer' or 'Reject Offer' within 7 days from the receipt of the offer, post which the link will be disabled.

If you have any queries on the above process, please refer to the attached 'Job aid' document.

In case you have any other queries, feel free to contact any of the following individual/s by mail / phone, mentioning your Full Name and Candidate ID Number (CID)

Regards,
reshmi kallepalle
reshmi.kallepalle@Accenture.com
9581232248

Accenture Disclaimer

Accenture is committed to protecting your personal information. Your information will be collected, used and may be shared by Accenture with third party service providers to serve lawful purposes, for Accenture recruitment process, including processing of data by third party when required. Your information shall be held only as long as necessary to achieve the purpose for which it is collected. The use and transfer of your information will be strictly in accordance with the applicable data privacy law and in line with our privacy policy available at https://www.accenture.com/privacy-policy. Further, you agree and acknowledge that you have read Accenture's privacy policy and fully understand your rights to access, correct or withdraw your information anytime.

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www.accenture.com

Accenture - Offer Letter Tutorial.ppsx
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Gmail

maria stella <mariastellacuty@gmail.com>

Offer Letter- Accenture

1 message

Abacus-BPO_HelpDesk@accenture.com <Abacus-BPO_HelpDesk@accenture.com> Sat, Jul 27, 2019 at 1:22 PM
To: mariastellacuty@gmail.com
Cc: rashmi.kallepalle@accenture.com

DATE: 27-Jul-2019

Candidate Name: Maria stella nomula
Candidate Id: C3599141
Unique Reference Number/Unique Id: 70a90aef-73b8-4d29-992f-955d695f513a_2

Dear Maria stella,

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 in India.

Please follow below steps to access / view your Offer Letter

- Click on this link https://india.jobs.accenture.com/default.aspx and Login/Sign-in as a candidate using your registered credentials (email & password)
- You will be directed to your profile page
- Click on "Offer Letter - Click here to view the details" and enter your Unique Reference ID (mentioned at the top of this email), Candidate ID & registered mobile number. Click on Authenticate Offer Letter.
- An OTP is sent to your registered mobile number. Enter the OTP and click submit.
- The Offer letter and Terms of Employment will be listed along with other relevant documents and Annexures (Collectively called "Offer Letter").
- You may download/print the required documents and review them.

Request you to verify the details in the Offer Letter and confirm your decision by clicking on 'Accept Offer' or 'Reject Offer' within 7 days from the receipt of the offer, post which the link will be disabled.

If you have any queries on the above process, please refer to the attached 'Job aid' document.

In case you have any other queries, feel free to contact any of the following individual/s by mail / phone, mentioning your Full Name and Candidate ID Number (CID)

Regards,
rashmi.kallepalle
rashmi.kallepalle@accenture.com
9581232248

Accenture Disclaimer

Accenture is committed to protecting your personal information. Your information will be collected, used and may be shared by Accenture with third party service providers to serve lawful purposes, for Accenture recruitment process, including processing of data by third party when required. Your information shall be held only as long as necessary to achieve the purpose for which it is collected. The use and transfer of your information will be strictly in accordance with the applicable data privacy law and in line with our privacy policy available at https://www.accenture.com/privacy-policy. Further, you agree and acknowledge that you have read Accenture's privacy policy and fully understand your rights to access, correct or withdraw your information anytime.

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www.accenture.com

Accenture - Offer Letter Tutorial.ppsx
793K

1117044717227

AEGONLife

24-01-2019

Kallu Abner Akshay Raj

Dear Kallu Abner Akshay Raj,

Congratulations on your selection to be a part of Aegon Life family! We extend a warm welcome to you.

Let me take this opportunity to introduce to you what we as an organization believe in.

The values that we stand for are **Wow the Customers** – need based selling, meaningful customer engagement, meet customer commitments, on time, every time; **Spread Awareness** – educate the customers on insurance as protection first; **Passion to Perform** – deliver 100% on goal sheet; and **Think Ahead** – meet customer expectations, anticipate customer needs and make suitable offerings.

Our vision is "To be the most recommended new age life insurance Company".

We believe in investing in people and caring for our customers and have quite a number of achievements to our credit. We are proud to be the pioneers of online insurance; we have a high employee engagement score in the Hay group annual employee survey; we have a good claim ratio and have been the winner of 5 consecutive eBusiness Leader award.

To prepare you ahead, we have enclosed a copy of your Appointment letter with the Terms of employment.

Welcome aboard... as you take up this journey with us... towards innovation & excellence!!

For Aegon Life Insurance Company Limited

Saba Adil
Chief People & Operating Officer

Registered Office Aegon Life Insurance Company Limited Building No.3, Third Floor, Unit No.1, NESCO IT Park, Western Express Highway Goregaon (E), Mumbai - 400063

Formerly AEGON Religare Life Insurance Co Ltd.

Tel: +91 226118 0100,
Fax: +91 22611802001300,
Corporate Identity No: U66010MH2007PLC169110

1800 209 90 90 (Toll free, 9 am to 7 pm, Mon to Sat)
MENU to 9221-010101
customer.care@aegonlife.com
www.aegonlife.com

2014 MBA. 111704417228

amazon

13 June 2019

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: MYLABATHUU SHARON GRACE
Address: 2-2-489 happy homes apt 306 amberpet hyderabad 500017, India

This letter is to confirm that **MYLABATHUU SHARON GRACE** is currently employed at Amazon Development Centre (India) Private Limited.

MYLABATHUU SHARON GRACE is employed as a **Associate, Scr Svc** and commenced employment with Amazon on **17 June 2019**.

The above information is given in the strictest confidence and with no liability accepted by the company or any of our employees. This information should not be divulged to any third party without first seeking permission from the respective Amazon entity.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,

ABasu

Arijit Basu
Sr. Manager, HR Operations – HR Services

MBA

AEGONLife

Compensation details

Details of admissible compensation and benefits subject to the rules of the Company as applicable from time to time.

Salary Annexure I		
Name : Mr Kallu Abner Akshay Raj		
Designation : Relationship Manager		
Location : Hyderabad ARC		**Level: P3**
	Annual(Rs)	**Monthly(Rs)**
Salary Components		
Basic	123,200	10,267
House Rent Allowance (HRA)	61,600	5,133
Conveyance	19,200	1,600
Leave Travel Allowance (LTA)*	10,267	856
Medical Allowance	15,000	1,250
Mobile Allowance**	12,000	1,000
Travel Allowance**	30,000	2,500
Interim Advance towards Statutory bonus	12,000	1,000
Supplementary Allowance	46,023	3,835
Total (A)	329,290	27,441
Retirals (B)		
Provident Fund (Company Contribution)	14,784	1,232
***Gratuity	5,926	494
Total Fixed Pay (including retirals) (A+B)	350,000	29,167
Relocation Payout	No	
Notice Period Buy?out	No	

Note :

111704417232 2019 - MDT

AEGONLife

ALIC/HR/2019

24-01-2019

Samuel Raj
H.No :21
Hyderabad, Telangana
500010

Letter of Appointment

Dear Samuel Raj,

We take pleasure in offering you appointment for the position of Relationship Manager, at Aegon Life Insurance Company Limited.

1. **Reporting / Posting:**

   You will report to Area Manager and your initial posting will be at Hyderabad ARC.

2. **Date of Joining:**

   You should join the services of the Company on or before 02-05-2019.

   Your appointment with us will be effective from the date as recorded in the Joining Report. You will have to report at 9:00 am at the following address:

   Kamadhenu Office Spaces, 2nd Floor, Unit No. 2C, 6-3-569/2C,
   Rockdale Compound, Somajiguda,
   Hyderabad,Andhra Pradesh - 500082

3. **Submission of documents:**

   You are required to upload the documents listed below in the pre-joining document section and also produce the originals at the time of joining:

   a) Aadhar card copy
   b) PAN card copy
   c) Current residential address proof
   d) Graduation Mark sheet or Certificate
   e) Relieving certificate or copy of resignation duly accepted by an authorized person of the present/immediate employment.
   f) Authorized Salary Details (Last 2 months Salary slips/ certificate of the last pay drawn / Latest Increment/Offer/Appointment Letter of present/immediate employment OR Bank Statement)

AEGONLife

4. Medical Fitness:

Your employment with the Company is subject to you always being medically fit in the opinion of the doctor nominated by the Company. You are required to submit yourself for medical checks/tests by the doctors nominated by the Company as and when asked by the management.

5. Compensation and Benefits:

The details of your compensation and benefits are in the enclosed 'Annexure'. You will be entitled to a fixed annual salary of Rs.350,000/- (including retirals) as detailed in the 'Annexure'.

a. Retiral Benefits

You will be governed by the retiral benefit plan (PF, Gratuity), as per the Company policy and prevailing applicable laws at the time of payment.

b. Insurance

You will be governed by the Company's Group Mediclaim, Group Term Life and Group Personal Accident Insurance policy.

c. Performance Linked Incentive Plan

You will be governed by the performance linked incentive plan as per the company policy defined from time to time. Performance linked incentive plan is a function of the performance of individual. Your eligibility to the performance linked incentive plan is also conditional on you being employed by and continuing in employment with the Company on the date on which the disbursement is made. If you leave the Company for any reason before disbursement of this payment, or if notice has been given by you or the Company to terminate your employment, you will not be entitled to this payment

6. Probation / Confirmation:

You will be on probation initially for a period of six months with effect from the date of joining. You will undergo a probation appraisal at the end of six months. Based on the appraisal report, decision will be taken to confirm your services, or to extend the probation period or to terminate your services. You will be considered to be continuing on probation until so confirmed in writing. During probation period, either side will be at liberty to terminate this contract of employment without assigning any reason by giving to the other fifteen day notice in writing or salary in lieu thereof. It shall not be necessary for either party to assign any reason for termination of the contract.

111704417233

axelon

[redacted]

17th June 2019

Mr. Rufus Benhur
H No.: 1-6-220\1, Ramnagar,
Hyderabad

Dear Rufus,

Pursuant to our discussion, we at Axelon StaffingServices Private Limited are pleased to offer you the position of **"Recruiter"** in our Organization under the terms and conditions mentioned below.

Your appointment will be effective from the date of your reporting to duties, not later than **08th of July, 2019** following which the offer becomes void. You will be currently based at **Hyderabad** but are liable to be transferred to any other location in India where **Axelon India** has offices or client sites, as per business exigencies.

Your CTC per annum will be **INR 3,50,000 (Rupees Three Lakhs Fifty Thousand per annum only).**

You are required to confirm the acceptance of this offer and conditions in writing by signing the enclosed copy of this letter and return it to the undersigned through the email address provided by you as part of your profile for communication, during the interview. Such confirmation shall be provided by you latest by 19th of June 2019, following which this offer shall be void. In addition to which, you will be required to carry a hard copy of the same on your date of joining which shall be as above, upon receipt of confirmation from you on or before 19th of June 2019.

Please note that the appointment is valid subject to clearance of your Background Verifications which would be initiated upon your acceptance of our offer.

We look forward to working with you.

Yours Sincerely,
For Axelon StaffingServices Private Limited

Authorized Signatory

I accept and agree:

Signature: _____

Name: _____

Date: _____

2011 MBA 111+04417234

kotak

Kotak Mahindra Bank

29-Mar-2019
Ref No: 770338

Aravind E

Dear Aravind,

Sub: Terms and conditions of the Joining Bonus

We refer to the discussions we have had and hereby offer you an amount of Rs. **15000/- (Fifteen Thousand Only)** as Joining Bonus, to be paid to you upon confirmation of your services with us, on the following terms and conditions:

1. Having no disciplinary issues as per the terms & conditions of service.
2. Continuing to be in the employment of Kotak Mahindra Bank.
3. Not having tendered resignation or you serving notice period

- This amount will be paid post deduction of applicable taxes.
- The payout is solely at the discretion of the management at the time of payout
- In the event of your ceasing to be an employee of the company before completion of 12 months from the date of payment of the above mentioned amount, you shall be liable to pay the entire amount with interest at a rate not exceeding 13 % per annum. The Company has the right to set off the amount not paid against any dues payable to you.

You are requested to acknowledge this letter as a token of your acceptance of the terms and conditions.

Yours faithfully,
For **Kotak Mahindra Bank Limited**

Smisha Nair
Chief Manager-HR

I accept the above terms:

Aravind E

Kotak Mahindra Bank Ltd.
CIN: L65110MH1985PLC038137

Kotak Infiniti, Building No. 21,
Zone 4, 2nd Floor, Infinity Park,
Off Western Express Highway,
General A K Vaidya Marg, Malad (East),
Mumbai, Maharashtra 400097, India

T +91 22 66056825
F +91 22 67259071
www.kotak.com

Registered Office
27 BKC, C 27, G Block,
Bandra Kurla Complex,
Bandra (E), Mumbai 400051,
Maharashtra, India

[redacted]

111704417233

axelon

17th June 2019

Mr. Rufus Benhur
H No.: 1-6-220\1, Ramnagar,
Hyderabad

Dear Rufus,

Pursuant to our discussion, we at Axelon StaffingServices Private Limited are pleased to offer you the position of **"Recruiter"** in our Organization under the terms and conditions mentioned below.

Your appointment will be effective from the date of your reporting to duties, not later than **08th of July, 2019** following which the offer becomes void. You will be currently based at **Hyderabad** but are liable to be transferred to any other location in India where **Axelon India** has offices or client sites, as per business exigencies.

Your CTC per annum will be **INR 3,50,000 (Rupees Three Lakhs Fifty Thousand per annum only).**

You are required to confirm the acceptance of this offer and conditions in writing by signing the enclosed copy of this letter and return it to the undersigned through the email address provided by you as part of your profile for communication, during the interview. Such confirmation shall be provided by you latest by 19th of June 2019, following which this offer shall be void. In addition to which, you will be required to carry a hard copy of the same on your date of joining which shall be as above, upon receipt of confirmation from you on or before 19th of June 2019.

Please note that the appointment is valid subject to clearance of your Background Verifications which would be initiated upon your acceptance of our offer.

We look forward to working with you.

Yours Sincerely,
For Axelon StaffingServices Private Limited

Authorized Signatory

I accept and agree:

Signature: _____

Name: _____

Date: _____

1117044 17236 2019 2020/2021

Gmail

Loyola Academy <loyolaplacements@gmail.com>

Francis Charles (Annual CTC Annexure & Package Details) AXELON 4.3 LAKHCTC

1 message

Francis Charles <francisspeechly007@gmail.com> Mon, Jul 12, 2021 at 12:47 PM
To: loyolaplacements@gmail.com

Hi,

Please find attached.

---------- Forwarded message ---------
From: **Francis Speechly** <francis.speechly@axelon.com>
Date: Wed, Apr 28, 2021, 20:53
Subject: (Annual CTC Annexure & Package Details) AXELON 4.3 LAKHCTC
To: francisspeechly007@gmail.com <francisspeechly007@gmail.com>

Thank you,

Francis Charles

Recruiter

Axelon Services Corporation

Direct Line & Fax: 212.384.6576

For more job opportunities: www.axelon.com

From: Kiran Kraleti <kiran.kraleti@axelon.co.in>
Sent: 28 April 2021 11:05
To: Francis Speechly <francis.speechly@axelon.com>
Subject: C&B structure Changes

Dear Francis Speechly,

Greetings!!

Hope you are doing good and staying safe

As part of the Compensation & Benefit (C&B) structure review, we have brought in some changes to the current C&B structure.

Please note, there is no change in your Gross Salary. Including benefits, your Annual CTC is INR: Four Lakhs thirty one thousand sixty eight rupees P.A effective 1st April 2021

Attached annexure gives you the details of your C&B structure

We wish you all the best and look forward for your greater contributions

Thanks & Regards

Kraleti Kiran

Assistant Manager – HR & Operations.

Axelon StaffingServices Private Limited

2nd Floor, A-Block, Lalu Centre, HiTechCity,

kotak

Kotak Mahindra Bank

Annexure A

Name	Aravind E
Level	Assistant Manager
Location	7447 - 7447-HYDERABAD-NO.
With Effect From	03-Jun-2019

Component	P.M.	P.A.
Basic Salary	6667	80000
House Rent Allowance	333	4000
Professional Allowance	3935	47218
Conveyance Allowance	1600	19200
Medical Reimbursement	1111	13334
LTA	0	0
Bonus	1400	16800
Gratuity	-	3848
Contribution to Provident Fund	-	9600
Total	15546	200000

*Company contribution towards PF is 12% and Gratuity is 4.81%

*Family Floater Group Mediclaim Coverage as per policy.

Under the Kotak Term Group Plan, you get covered as per policy.

Casual Privilege leave entitlement as per the prevailing leave policy

Prepared by

Date : 29-Mar-2019

Aravind E

[redacted]

2019 MBA 111704417251

30th September, 2019

Plot No. 81-39/2
RamRahim Nagar
Andhra Pradesh - 518002

Dear Deepthi Anusha Ch.K,

With reference to your application and discussions with our team, it is my pleasure to formally take you aboard as an **Associate – Human Resource** with an annual Salary (Cost-to-Company) of **Rs. 2, 50, 000/- (in words Two Lakhs Fifty 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,

Seetha Naidu
Head – Human Resource

Enclosures

- Appointment Terms (Annexure I)
- List of Documents to be furnished on joining (Annexure II)
- Salary Break-up (Annexure III)

axelon

[redacted]

ANNEXURE – I – COMPENSATION & BENEFITS

COMPENSATION STRUCTURE -WEF 1st April 2021		
Name: Francis Speechly **Employee Id: IN10206** **Designation: Recruiter**		
	Per Month	**Per Annum**
A. Base Components		
Basic	14583	175000
Retaining allowance	8750	105000
Total A	**23333**	**280000**
B. Basket of Allowances		
HRA	5833	70000
Total B	5833	70000
Gross Salary (A+B)	**29167**	**350000**
C. Deductions		
Provident Fund (Employee Con)	1800	21600
Professional Tax	200	2400
Total C	2000	24000
Net Salary (A+B-C)	**27167**	**326000**
D. Other Benefits		
Cab facility/Transport Allowance*	2500	30000
Provident Fund (Employer Con)	1800	21600
Gratuity	1122	13468
Insurance	1333	16000
Total D	**6756**	**81068**
Gross Salary	**29167**	**350000**
Benefits	**6756**	**81068**
CTC	**35922**	**431068**

*** Applicable when Working from office**

All payouts are subject to Tax as per Income Tax rules

111704417255

MBA

Employment Contract

Emp ID: DSI007069

Date: 20-07-2019

To,

Miss Ayesha,
OLD BOWENPALLY 8-7-146 GOURI NAGAR
HYDERABAD
Telangana
India.

Dear **Miss Ayesha**,

Thank for your interest in choosing Decathlon Sports India Pvt Ltd (DSIPL). As we believe your passion for sport and your values match those of our Company, we, at DSIPL, are pleased to appoint you as a **Decathlon Permanent Employee** on a **Full Time** basis, and your responsibilities would be those of a **SPORT LEADER** at our **Hyderabad** location effective **01-07-2019** and you will be on probation up to **0** month(s) or such extended period as specified by your Manager. Thereafter, your employment confirmation would be informed to you in writing.

Your gross fixed compensation would be INR. **24000.00**. You are also entitled for a monthly statutory/non-statutory bonus which will be at a maximum **20.00%** of your gross monthly fixed compensation. You are entitled to all the social security benefits like PF, ESIC (as per applicability), Gratuity, and Employee Compensation as specified in the respective statutory acts. Please find the detailed breakup of salary in Annexure1 enclosed below. Further, sufficient holidays keep one motivated in a work environment. Therefore you shall have **39** days of annual leaves

Vinay Krishna will be responsible to mentor and guide you in this phase of your professional journey or any such manager assigned by the later.

We at DSIPL strongly believe in your ability to manage yourself in the best interest of the Company. Fewer the rules better the productivity as far as we are concerned.

We trust you will enjoy working with DSIPL and take the utmost autonomy to complete your

111704417255

MBA

Employment Contract

Emp ID: DSI007069

To,

Date: 20-07-2019

Miss Ayesha,
OLD BOWENPALLY 8-7-146 GOURI NAGAR
HYDERABAD
Telangana
India.

Dear **Miss Ayesha**,

Thank for your interest in choosing Decathlon Sports India Pvt Ltd (DSIPL). As we believe your passion for sport and your values match those of our Company, we, at DSIPL, are pleased to appoint you as a **Decathlon Permanent Employee** on a **Full Time** basis, and your responsibilities would be those of a **SPORT LEADER** at our **Hyderabad** location effective **01-07-2019** and you will be on probation up to **0** month(s) or such extended period as specified by your Manager. Thereafter, your employment confirmation would be informed to you in writing.

Your gross fixed compensation would be INR. **24000.00**. You are also entitled for a monthly statutory/non-statutory bonus which will be at a maximum **20.00%** of your gross monthly fixed compensation. You are entitled to all the social security benefits like PF, ESIC (as per applicability), Gratuity, and Employee Compensation as specified in the respective statutory acts. Please find the detailed breakup of salary in Annexure1 enclosed below. Further, sufficient holidays keep one motivated in a work environment. Therefore you shall have **39** days of annual leaves

Vinay Krishna will be responsible to mentor and guide you in this phase of your professional journey or any such manager assigned by the later.

We at DSIPL strongly believe in your ability to manage yourself in the best interest of the Company. Fewer the rules better the productivity as far as we are concerned.

We trust you will enjoy working with DSIPL and take the utmost autonomy to complete your

111704417258

asianpaints

Asian Paints Limited
Plot No. 50-55
Dil Layout, Phase II
Patancheru 502319
Dist. Sangareddy, TS
T: 08455 264299
www.asianpaints.com

Date: 04th April 2019

Dear Mr. Sirasanagandla Rammadhav,

This has reference to the interview held on 29th March 2019. We are pleased to make an offer of appointment to you for the position of **OFFICER I – ADMINISTRATION** in our organization.

Location: Asian Paints Limited,
Plot Nos. 50-55, Industrial,
Development Area, Phase II,
Patancheru-502319.

The compensation offered to you on joining will be as follows: (All figures are in INR)

	Probation	Confirmation
Basic	8200	8200
HRA	8000	8000
Education Allowance	800	800
Consolidated Allowance	17400	17400
PF at 12%	984	984
Total per Month	35384	35384
Bonus(Annual)	35000	35000
LTA(Annual)	8000	8000
Annual Cost to the Company	467608	467608

The detailed terms and conditions of your employment and compensation will be given in the appointment letter which will be handed over to you at the time of joining.

Your appointment to the services of the Company is subject to medical fitness as certified by the Company's Medical Consultant or any other Doctor nominated by the Company, and background verification check.

This offer of appointment is valid until **05th April 2019** for acceptance. If we do not hear from you by **05th April 2019** i.e. the date on which the validity for acceptance expires, this offer of appointment shall be treated as withdrawn. Your expected date of joining is **15th May 2019**. In case you fail to join us by **15th May 2019**, this offer shall be automatically treated as withdrawn.

Thanking you,
For Asian Paints Ltd.

Basil Thanklice,
Manager-Human Resources.

ASIAN PAINTS LTD. PATANCHERU

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

June 19, 2019

To
Ms. M Anusha,
Flat No. 303,
Srirama Residency,
Chinthal, Quthbullapur Mandal,
Hyderabad – 500054

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Synthesis R&D. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **24th Jun 2019** and ending on **23rd Jun 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Family Health Insurance** Rs.5 lakhs medical coverage - Self, spouse, children & parents.
- **Personal Accident Insurance** up to Rs.25 lakh's for self only.
- **Group Term Life Insurance** up to Rs.25 lakh's for self only.
- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 24th Jun 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Dr. P. V. Swamy, Senior Director – Synthesis R&D**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2019-2020

Ms. A Anusha
Trainee Chemist

Compensation Structuring	Input Sheet	Salary Details	
		Per Annum	Per Month
		1,80,000	15,000
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed	-	-
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
GMC (Self, Spouse, Children & Parents) , GPA & GTLI (for self)		24,114	2,010
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI Employer Contribution (4.75%)	On Gross Salary	8,550	713
Food	Lunch & Snacks Coupons Provided by company	18,960	1,580
Transport	Free of Charge	-	-
Total Cost to Company		**2,41,344**	**19,400**
Deductions from Salary:			
PF 12% on Basic Salary			**810**
ESI Employee Contribution (1.75%)			**263**
Professional Tax			**150**
Net Salary			**13,778**

Note: Income tax as applicable will be deducted from the monthly salary.

Mar 07,2019

T Akhil
Loyola College

OFFER OF APPOINTMENT

Dear T Akhil,

With reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Trainee"** in **"Development"** Department under the Grade of **"Tr"** in our organization and you will be based at **Hyderabad** with the following terms and conditions.

1. You are required to join the Organization on or before **April 20,2019** failing which this offer of appointment stands withdrawn, unless you take written approval from Talent Acquisition Manager of GVK BIO.

2. You will be on training for a period of **Six** months from the date of joining and your grade will be "Trainee" during this period. You will be paid a Stipend of **Rs.15,000/-** (Rupees Fifteen Thousand only) per month during this training period. The stipend is subject to statutory deductions, if any.

3. After successful completion of Training your **compensation (Cost to Company) will be Rs.2,40,600/-** (Rupees Two Lakh Forty Thousand and Six Hundred only) per annum . The breakup of this CTC is given in the annexure.

4. In addition to compensation, you are entitled for **retention bonus of INR 50,000/-** (Rupees Fifty thousand only). The first installment of INR 20,000/- (Twenty thousand rupees) will be paid after 12 months completion, along with 13th month payroll and the second installment of INR 30,000/- (thirty thousand rupees) will be paid at the end of 24 months, along with 25th month payroll.

5. During training period, either party can terminate the service by giving **one month** notice and thereafter **three months'** notice (as per HR policies prevailing during that time), in writing, subject to terms of Service Agreement. .

6. The Service Agreement is for a period of 24 months. In case of breach of contract, you will be liable to pay 3 months last drawn Gross Salary/Stipend to cover the investment we made during hiring, assimilation, project training and deployment.

7. Kindly note that this offer is confidential. A detailed letter of Appointment will be given to you on joining.

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

8. Please note that your employment will be subject to:

a) Medical fitness as per the pre-employment medical checkup report.
b) Clearance in the background verification checks that may be required as per the Company policy.
c) Submission of all the following documents at the time of joining:
   i. Reference Letter from Head of Department
   ii. Course completion Certificate from the College / Head of the Department
   iii. Seven copies of your latest passport size photographs
   iv. Certified true copies of all the educational certificates
   v. PAN Card (Mandatory)
   vi. Aadhar Card (Mandatory)
   vii. 2 Post Card Size Photographs of candidate taken along with Family

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

All the best!

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature: _____ Date: _____

Annexure

Name : **T Akhil**

Salary Structure after Training period		
A:Salary	**Per Month (INR)**	**Per Annum (INR)**
Basic	6,667	80,004
HRA	2,667	32,004
Transport Allowance	1,600	19,200
Attire Allowance	1,000	12,000
Professional Update	1,000	12,000
Medical Reimbursement	1,250	15,000
Special Allowance	2,483	29,796
A: Sub Total	**16,667**	**200,004**
B: Provident Fund[1]	800	9,600
C : Statutory Bonus[2]	1400	16,800
Total Cash Compensation (A+B+C)	**18,867**	**2,26,404**
D : Gratuity[3]	321	3,852
E : GPA-EDLI[4]	70	840
F : ESI[1]	792	9,504
Cost to Company(A+B+C+D+E+F)	**20,050**	**2,40,600**

1. PF/ESI mentioned is employer contribution.
2. Statutory Bonus is as per Payment of Bonus Act.
3. Gratuity is payable as per Payment of Gratuity Act.
4. You are entitled for Insurance Coverage as per the company policy.
5. During training period you will be eligible for ESI benefit and the stipend is subject to ESI deduction as per the Act.

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD

Suresh Anubolu
Chief Human Resources Officer

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

February 12, 2019

To
Mr. M Rajkumar,
H.No. 29-79,
Farooqnagar,
Shadnagar – 509216

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Synthesis Services Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **28th March 2019** and ending on **27th March 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 28th March 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Dr. P. V. Swamy, Senior Director – Synthesis Services**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2018-2019

M Rajkumar
Trainee Chemist

Compensation Structuring	Input Sheet	Proposed Salary Details	
		Per Annum	Per Month
		1,80,000	15,000
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Other Allowance	Fixed	-	-
Professional Dev. Allowance	Fixed		
Conveyance Allowance	Fixed	-	-
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed		
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI ER Contribution	On Gross Salary	8,550	713
Total Cost to Company		**1,98,270**	**16,523**
GMC (Self, Spouse, Children & Parents) , GPA & GTLI (for self)		29,565	2,464
Food	Lunch & Snacks Coupons Provided by company	18,960	1,580
Transport	Free of Charge	-	-
Total Cost to Company		**2,46,795**	**20,566**
Deductions from Salary:			
PF 12% on Basic Salary			**810**
Professional Tax ESI Total Deductions			**200**
Net Salary			**13,990**

Note: Income tax as applicable will be deducted from the monthly salary.

CIN:U24100TG2008PTC058509
Lab No.4A, Phase-III, Innovation Corridor:1, IKP Knowledge Park, Genome Valley, Turkapally Village, Shamirpet Mandal, Medchal-Malkajgiri Dist, Hyderabad-500101.
Telangana, India. Tel.No.+914023383700/+918418660700, Fax. +914023480104/+918418660730

Mar 07,2019

R Rohini
Loyola College

OFFER OF APPOINTMENT

Dear R Rohini,

With reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Trainee"** in **"Development"** Department under the Grade of **"Tr"** in our organization and you will be based at **Hyderabad** with the following terms and conditions.

1. You are required to join the Organization on or before **April 20,2019** failing which this offer of appointment stands withdrawn, unless you take written approval from Talent Acquisition Manager of GVK BIO.

2. You will be on training for a period of **Six** months from the date of joining and your grade will be "Trainee" during this period. You will be paid a Stipend of **Rs.15,000/-** (Rupees Fifteen Thousand only) per month during this training period. The stipend is subject to statutory deductions, if any.

3. After successful completion of Training your **compensation (Cost to Company) will be Rs.2,40,600/-** (Rupees Two Lakh Forty Thousand and Six Hundred only) per annum . The breakup of this CTC is given in the annexure.

4. In addition to compensation, you are entitled for **retention bonus of INR 50,000/-** (Rupees Fifty thousand only). The first installment of INR 20,000/- (Twenty thousand rupees) will be paid after 12 months completion, along with 13th month payroll and the second installment of INR 30,000/- (thirty thousand rupees) will be paid at the end of 24 months, along with 25th month payroll.

5. During training period, either party can terminate the service by giving **one month** notice and thereafter **three months'** notice (as per HR policies prevailing during that time), in writing, subject to terms of Service Agreement. .

6. The Service Agreement is for a period of 24 months. In case of breach of contract, you will be liable to pay 3 months last drawn Gross Salary/Stipend to cover the investment we made during hiring, assimilation, project training and deployment.

7. Kindly note that this offer is confidential. A detailed letter of Appointment will be given to you on joining.

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

8. Please note that your employment will be subject to:

a) Medical fitness as per the pre-employment medical checkup report.
b) Clearance in the background verification checks that may be required as per the Company policy.
c) Submission of all the following documents at the time of joining:
   i. Reference Letter from Head of Department
   ii. Course completion Certificate from the College / Head of the Department
   iii. Seven copies of your latest passport size photographs
   iv. Certified true copies of all the educational certificates
   v. PAN Card (Mandatory)
   vi. Aadhar Card (Mandatory)
   vii. 2 Post Card Size Photographs of candidate taken along with Family

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

All the best!

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature: _____ Date: _____

Annexure

Name : **R Rohini**

Salary Structure after Training period		
A:Salary	**Per Month (INR)**	**Per Annum (INR)**
Basic	6,667	80,004
HRA	2,667	32,004
Transport Allowance	1,600	19,200
Attire Allowance	1,000	12,000
Professional Update	1,000	12,000
Medical Reimbursement	1,250	15,000
Special Allowance	2,483	29,796
A: Sub Total	**16,667**	**200,004**
B: Provident Fund[1]	800	9,600
C : Statutory Bonus[2]	1400	16,800
Total Cash Compensation (A+B+C)	**18,867**	**2,26,404**
D : Gratuity[3]	321	3,852
E : GPA-EDLI[4]	70	840
F : ESI[1]	792	9,504
Cost to Company(A+B+C+D+E+F)	**20,050**	**2,40,600**

1. PF/ESI mentioned is employer contribution.
2. Statutory Bonus is as per Payment of Bonus Act.
3. Gratuity is payable as per Payment of Gratuity Act.
4. You are entitled for Insurance Coverage as per the company policy.
5. During training period you will be eligible for ESI benefit and the stipend is subject to ESI deduction as per the Act.

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD

Suresh Anubolu
Chief Human Resources Officer

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

February 12, 2019

To
Mr. M Madhusudhan,
H.No. 2-2-647/201/8,
Bagamberpet Amberpet,
Shivam Road,
Opp.Papaji Dhaba,
Hyderabad - 500044

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Synthesis Services Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **28th March 2019** and ending on **27th March 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 28th March 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Dr. P. V. Swamy, Senior Director – Synthesis Services**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2018-2019

M Madhusudhan
Trainee Chemist

Compensation Structuring	Input Sheet	Proposed Salary Details	
		Per Annum	Per Month
		1,80,000	15,000
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Other Allowance	Fixed	-	-
Professional Dev. Allowance	Fixed		
Conveyance Allowance	Fixed	-	-
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed		
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI ER Contribution	On Gross Salary	8,550	713
Total Cost to Company		**1,98,270**	**16,523**
GMC (Self, Spouse, Children & Parents) , GPA & GTLI (for self)		29,565	2,464
Food	Lunch & Snacks Coupons Provided by company	18,960	1,580
Transport	Free of Charge	-	-
Total Cost to Company		**2,46,795**	**20,566**
Deductions from Salary:			
PF 12% on Basic Salary			**810**
Professional Tax ESI Total Deductions			**200**
Net Salary			**13,990**

Note: Income tax as applicable will be deducted from the monthly salary.

Biophore

Biophore India Pharmaceuticals Pvt. Ltd,
Plot#92, 1-98/2/92, Kavuri Hills Phase II,
Jubilee Hills, Hyderabad 500 033, Telangana, India.
Tel: +91 40 4747 4545
www.biophore.com

Ref: BIPPL: BIPPL: OFRLTR: 190810 – 20 Date: 10-08-2019

Mr. Ch Nikhilesh,
Hyderabad

Dear Nikhilesh,

Congratulations!

SUB: Offer Letter as Trainee – Alliance Management, Madhapur Corporate Office

With reference to your application and the subsequent Interview, we are delighted to offer you the position of Trainee – QC, at our Madhapur Corporate Office located at below mentioned address:

Plot#92; 1-98/2/92, Kavuri Hills – Phase II,
Jubilee Hills, Hyderabad- 33.

The terms of your employment are as follows:

1. Your total Annual CTC shall be 1,64,700 as detailed in Annexure-I.
2. You need to join us on or before 12-08-2019.
3. You shall be required to execute a non-disclosure, confidentiality and non-compete agreement.
4. You are required to submit one original education certificate, photocopies of all your academic certificates, 2 Copies of PAN and Aadhar card, 2 passport size photos on your date of joining.
5. Upon joining, you will receive a detailed appointment letter with all the terms and conditions of your employment.

Please send us copy of this offer letter immediately, duly signed by you as a token of acceptance of our offer.

We look forward to an enduring relationship with you.

For **BIOPHORE INDIA PHARMACEUTICALS PVT LTD**

Sr. Vice President -HR

ANNEXURE - I

Name : Ch Nikhikesh

Designation : Trainee

Department: Alliance Management

Details of Compensation

A

Gross Emoluments :	Monthly (Rs)	Yearly (Rs)
Basic Pay	6863	82350
HR Allowance	2745	32940
Education Allowance	200	2400
Special Allowance	**2387**	28644

Gross	12195	146334

B **Statutory and Super Annuations**

Employer Contribution of PF	1134	13607
Employer Contribution of ESIC	396	4756

Total CTC	**13725**	**164700**

Mar 07,2019

Aitla Swathi
Loyola College

OFFER OF APPOINTMENT

Dear Aitla Swathi,

With reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Trainee"** in **"Development"** Department under the Grade of **"Tr"** in our organization and you will be based at **Hyderabad** with the following terms and conditions.

1. You are required to join the Organization on or before **April 20,2019** failing which this offer of appointment stands withdrawn, unless you take written approval from Talent Acquisition Manager of GVK BIO.

2. You will be on training for a period of **Six** months from the date of joining and your grade will be "Trainee" during this period. You will be paid a Stipend of **Rs.15,000/-** (Rupees Fifteen Thousand only) per month during this training period. The stipend is subject to statutory deductions, if any.

3. After successful completion of Training your **compensation (Cost to Company) will be Rs.2,40,600/-** (Rupees Two Lakh Forty Thousand and Six Hundred only) per annum . The breakup of this CTC is given in the annexure.

4. In addition to compensation, you are entitled for **retention bonus of INR 50,000/-** (Rupees Fifty thousand only). The first installment of INR 20,000/- (Twenty thousand rupees) will be paid after 12 months completion, along with 13th month payroll and the second installment of INR 30,000/- (thirty thousand rupees) will be paid at the end of 24 months, along with 25th month payroll.

5. During training period, either party can terminate the service by giving **one month** notice and thereafter **three months'** notice (as per HR policies prevailing during that time), in writing, subject to terms of Service Agreement. .

6. The Service Agreement is for a period of 24 months. In case of breach of contract, you will be liable to pay 3 months last drawn Gross Salary/Stipend to cover the investment we made during hiring, assimilation, project training and deployment.

7. Kindly note that this offer is confidential. A detailed letter of Appointment will be given to you on joining.

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

8. Please note that your employment will be subject to:

a) Medical fitness as per the pre-employment medical checkup report.
b) Clearance in the background verification checks that may be required as per the Company policy.
c) Submission of all the following documents at the time of joining:
   i. Reference Letter from Head of Department
   ii. Course completion Certificate from the College / Head of the Department
   iii. Seven copies of your latest passport size photographs
   iv. Certified true copies of all the educational certificates
   v. PAN Card (Mandatory)
   vi. Aadhar Card (Mandatory)
   vii. 2 Post Card Size Photographs of candidate taken along with Family

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

All the best!

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature: _____ Date: _____

Annexure

Name : **Aitla Swathi**

Salary Structure after Training period		
A:Salary	**Per Month (INR)**	**Per Annum (INR)**
Basic	6,667	80,004
HRA	2,667	32,004
Transport Allowance	1,600	19,200
Attire Allowance	1,000	12,000
Professional Update	1,000	12,000
Medical Reimbursement	1,250	15,000
Special Allowance	2,483	29,796
A: Sub Total	**16,667**	**200,004**
B: Provident Fund[1]	800	9,600
C : Statutory Bonus[2]	1400	16,800
Total Cash Compensation (A+B+C)	**18,867**	**2,26,404**
D : Gratuity[3]	321	3,852
E : GPA-EDLI[4]	70	840
F : ESI[1]	792	9,504
Cost to Company(A+B+C+D+E+F)	**20,050**	**2,40,600**

1. PF/ESI mentioned is employer contribution.
2. Statutory Bonus is as per Payment of Bonus Act.
3. Gratuity is payable as per Payment of Gratuity Act.
4. You are entitled for Insurance Coverage as per the company policy.
5. During training period you will be eligible for ESI benefit and the stipend is subject to ESI deduction as per the Act.

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

February 12, 2019

To
Mr. K Naga Sai,
H.No. 8-3-168E/7/A,
Sri Ram Nagar,
Yousufguda,
Hyderabad - 500045

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Synthesis Services Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **28th March 2019** and ending on **27th March 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 28th March 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Dr. P. V. Swamy, Senior Director – Synthesis Services**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2018-2019

K Naga Sai
Trainee Chemist

Compensation Structuring	Input Sheet	Proposed Salary Details	
		Per Annum	Per Month
		1,80,000	15,000
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Other Allowance	Fixed	-	-
Professional Dev. Allowance	Fixed		
Conveyance Allowance	Fixed	-	-
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed		
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI ER Contribution	On Gross Salary	8,550	713
Total Cost to Company		**1,98,270**	**16,523**
GMC (Self, Spouse, Children & Parents) , GPA & GTLI (for self)		29,565	2,464
Food	Lunch & Snacks Coupons Provided by company	18,960	1,580
Transport	Free of Charge	-	-
Total Cost to Company		**2,46,795**	**20,566**
Deductions from Salary:			
PF 12% on Basic Salary			**810**
Professional Tax ESI Total Deductions			**200**
Net Salary			**13,990**

Note: Income tax as applicable will be deducted from the monthly salary.

METROCHEM API PRIVATE LIMITED
Flat No. 302, Bhanu Enclave, Sunder Nagar,
Erragadda, Hyderabad - 500 038.T.S. INDIA.
CIN: U24239AP2002PTC039223
TS GSTIN: 36AADCM2691M1Z2

Tel: +91- 40 -23700421/
23813969 / 23812317
Fax: +91- 40 -23705088
contact@metroapi.com
www.metroapi.com

OFFER LETTER

Date: 03-09-2019

To
Ms Niharika Vaidya
D/o Ramesh
H.No-5-14, Flat No-104
Sruthi Residency
S R Nayak Nagar, IDA Jeedimetla
Hyderabad

Dear Niharika

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Junior Chemist- R & D** and you will be paid a CTC of Rs. 157320/-(Rupees One lakh fifty seven thousand three hundred and twenty only)all inclusive Per Annum as per the Annexure-I. You shall join the services of the Company not later than 04-09-2019 subject to the submission of medical reports and required documents as mentioned in Annexure-II. You are requested to report to the HR Department at the address mentioned below on any working day for completing the joining formalities.

Metrochem API Pvt Ltd
Unit-R&D Address – Sy.No.298/P, D1/173/3/1,
Phase- 1,IDA- Jeedimetla.,
Qutbullapur Mandal,
Hyderabad – 500055.

The letter of appointment including all terms and conditions would be issued to you at the time of your joining. Please note that this offer is valid subject to the information furnished by you being found true & correct. On scrutiny if found otherwise, company reserves the right to terminate the offer.

Please acknowledge the receipt of this letter and confirm us your acceptance and date of reporting immediately.

With Best wishes,

For Metrochem API Pvt. Ltd

03/09/2019

Rajesh Karicherla
Head-HR

Metrochem API Pvt. Ltd. Hyderabad

Gmail **Ponnaboina Thirupathi <pthiruchem2@gmail.com>**

Fwd: Offer Letter: Neuland Laboratories Limited

1 message

sankepalli rajalakshmi <sankepallirajyalakshmi@gmail.com> Sat, Jul 20, 2019 at 1:13 PM
To: pthiruchem2@gmail.com

---------- Forwarded message ---------
From: **Krishna Rao T** <tkrishnarao@neulandlabs.com>
Date: Thu, Jul 4, 2019, 4:39 PM
Subject: Offer Letter: Neuland Laboratories Limited
To: sankepallirajyalakshmi@gmail.com <sankepallirajyalakshmi@gmail.com>
Cc: Neha Gurrala <GNeha@neulandlabs.com>, Vanitha B J <bvanitha@neulandlabs.com>, Madhavi Latha M <Madhavi@neulandlabs.com>, Yadu Kishore D <dykishore@neulandlabs.com>, Shiva Kumar Venkatraman Trichnapally <tvshivakumar@neulandlabs.com>, Sriram Mangudi <srirammangudi@neulandlabs.com>

Dear Sankepalli Rajya Lakshmi,

Congratulations and welcome to the Neuland family!

We are pleased to extend you our offer of appointment as **Chemist Trainee** (**Grade: TR-E)** in **CMS Department**.

You are requested to note the following terms relating to this offer:

1. **TRAINING**

   a. On joining the Company, you will be on training for a period of **1 year** effective from the date of your joining.

   b. Your Service Confirmation is subject to successful completion of training period based on minimum attendance of 280 days and assessment of your performance during and at the end of the training period. On successful completion of training, you will be confirmed in the services of the Company as **Research Chemist** on Confirmation.

2. **COMPENSATION**

   a. A sum of **Rs. 12729/- (Rupees: Twelve Thousand Seven Hundred and Twenty Nine only) per month** will be paid to you as **stipend** on monthly basis and linked to your attendance. Details of offered compensation break-up are attached as 'Annexure A'.

   b. Your **Annual Cost to Company** will be revised upon successful completion of training as mentioned in Clause 1.b.

3. **JOINING**

a. You are requested to report for your training at **Neuland Laboratories Limited, R&D Centre, Bonthapally** by 08:30 am on the date of your joining along with complete set of documents as specified in 'Annexure B' (including all original documents).

b. Your appointment will be effective from the date of your reporting. In case you fail to report on or before the stipulated date, this offer letter will be deemed to have been withdrawn and cancelled.

4. **PRE-EMPLOYMENT MEDICAL EXAMINATION**

a. You will need to undergo medical check-up at designated diagnostic center within a week of offer release.

b. Please carry a hard copy of the letter attached as 'Annexure C' while you visit the diagnostic center.

c. Your medical fitness would be certified by the physician and sent to us directly.

5. **CONDITIONAL OFFER**

a. This offer of appointment is subject to

i. Accuracy of data submitted by you. In case any of the details shared by you in your application/ resume are found to be false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.
ii. Having secured a certificate of course completion as declared by your Institution / University.
iii. Satisfactory Background Verification.
iv. Being examined and found medically fit.

b. A formal Letter of Appointment will be issued at the time of your joining for the training.

6. **PLACE OF POSTING**

a. Your initial posting will be at **Neuland Laboratories Limited, R&D Centre, Bonthapally.**

b. However, you may be transferred on any other suitable assignment to any other location / unit / department of the Company as may be considered necessary from time to time. On such posting / transfer, you will be governed by the terms and conditions of service applicable to that location / unit / department.

Contents of this letter and stipend details shared with you are confidential. You are advised to refrain from discussing or sharing the same with anyone. Feel free to write to me for any queries/ clarifications.

We request you to provide your acceptance to this offer of appointment within 48 hours of receipt of this offer and join us by 8th July **2019** and confirm us your date of your joining within a week of offer release failing which this offer of appointment stands automatically cancelled and withdrawn.

We look forward to your joining and wish you a fruitful long-term association with us!

With regards,

T. Krishna Rao

Asst. Manager- HR

Work: +91 84 5839 2651

Email: tkrishnarao@neulandlabs.com





Neuland Research & Development Center
Survey No. 488G-489A,
Veerabhadraswamy Temple Road,
Bonthapally Village, Jinnaram,
Medak District, Telangana 502313, India

www.neulandlabs.com

Under General Data Protection Regulation compliance assessment

Disclaimer: 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 presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.

2 attachments

Annexure A.pdf
58K

BG Authorization letter.pdf
57K

July 24,2019

Patnam Vinod Kumar
D.no:13/176,Kummari Street,
Jammalamadugu,
Kadapa – 516 434.

OFFER OF APPOINTMENT

Dear Vinod Kumar,

With reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Trainee"** in **"Analytical- Chemistry Solutions"** Department under the Grade of **"Tr"** in our organization and you will be based at **Hyderabad** with the following terms and conditions.

1. You are required to join the Organization on or before **July 29,2019** failing which this offer of appointment stands withdrawn, unless you take written approval from Talent Acquisition Manager of GVK BIO.

2. You will be on training for a period of **Six** months from the date of joining and your grade will be "Trainee" during this period. You will be paid a Stipend of **Rs.15,000/-** (Rupees Fifteen Thousand only) per month during this training period. The stipend is subject to statutory deductions, if any.

3. After successful completion of Training your **compensation (Cost to Company) will be Rs.2,40,600/-** (Rupees Two Lakh Forty Thousand and Six Hundred only) per annum . The breakup of this CTC is given in the annexure.

4. In addition to compensation, you are entitled for **retention bonus of INR 50,000/-** (Rupees Fifty thousand only). The first installment of **INR 20,000/-** (Twenty thousand rupees) will be paid after 12 months completion, along with 13th month payroll and the second installment of **INR 30,000/-** (thirty thousand rupees) will be paid at the end of 24 months, along with 25th month payroll.

5. During training period, either party can terminate the service by giving **one month** notice and thereafter **three months'** notice (as per HR policies prevailing during that time), in writing, subject to terms of Service Agreement. .

6. The Service Agreement is for a period of 24 months. In case of breach of contract, you will be liable to pay 3 months last drawn Gross Salary/Stipend to cover the investment we made during hiring, assimilation, project training and deployment.

7. Kindly note that this offer is confidential. A detailed letter of Appointment will be given to you on joining.

8. Please note that your employment will be subject to:

   a) Medical fitness as per the pre-employment medical checkup report.
   b) Clearance in the background verification checks that may be required as per the Company policy.
   c) Submission of all the following documents at the time of joining:
      i. Reference Letter from Head of Department
      ii. Course completion Certificate from the College / Head of the Department
      iii. Seven copies of your latest passport size photographs
      iv. Certified true copies of all the educational certificates
      v. PAN Card (Mandatory)
      vi. Aadhar Card (Mandatory)
      vii. 2 Post Card Size Photographs of candidate taken along with Family

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

All the best!

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature: _____ Date: _____

Annexure

Name : **PATNAM VINOD KUMAR**

Salary Structure after Training period		
A:Salary	**Per Month (INR)**	**Per Annum (INR)**
Basic	6,667	80,004
HRA	2,667	32,004
Transport Allowance	1,600	19,200
Attire Allowance	1,000	12,000
Professional Update	1,000	12,000
Medical Reimbursement	1,250	15,000
Special Allowance	2,483	29,796
A: Sub Total	**16,667**	**200,004**
B: Provident Fund[1]	800	9,600
C : Statutory Bonus[2]	1400	16,800
Total Cash Compensation (A+B+C)	**18,867**	**2,26,404**
D : Gratuity[3]	321	3,852
E : GPA-EDLI[4]	70	840
F : ESI[1]	792	9,504
Cost to Company(A+B+C+D+E+F)	**20,050**	**2,40,600**

1. PF/ESI mentioned is employer contribution.
2. Statutory Bonus is as per Payment of Bonus Act.
3. Gratuity is payable as per Payment of Gratuity Act.
4. You are entitled for Insurance Coverage as per the company policy.
5. During training period you will be eligible for ESI benefit and the stipend is subject to ESI deduction as per the Act.

Yours Sincerely
For GVK BIOSCIENCES PVT. LTD



Suresh Anubolu
Chief Human Resources Officer

GVK Biosciences Pvt. Ltd.
Plot No. 28A, Street No. 15
IDA Nacharam, Hyderabad – 500 076

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

June 03, 2019

To
Mr. Ch. Sai Shiva Reddy,
H.No. 58-25,
Sri Ram Nagar Colony,
Chinthal,
Hyderbad - 500054

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Separation Services Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **05th Jun 2019** and ending on **04th Jun 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 05th Jun 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Mr. Ch. Thirupathi, Senior Manager – Separation Services.**

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2019-2020

Mr. Ch. Sai Shiva Reddy
Trainee Chemist

Compensation Structuring	Input Sheet	Salary Details	
		Per Annum	Per Month
		1,80,000	15,000
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed	-	-
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
GMC (Self, Spouse, Children & Parents) , GPA & GTLI (for self)		24,114	2,010
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI Employer Contribution (4.75%)	On Gross Salary	8,550	713
Food	Lunch & Snacks Coupons Provided by company	18,960	1,580
Transport	Free of Charge	-	-
Total Cost to Company		**2,41,344**	**19,400**
Deductions from Salary:			
PF 12% on Basic Salary			**810**
ESI Employee Contribution (1.75%)			**263**
Professional Tax			**150**
Net Salary			**13,778**

Note: Income tax as applicable will be deducted from the monthly salary.

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

September 10, 2019

To
Mr. P Mourya,
H.No. 7-21, Near Govt. College Road
Palem,
Nagarkurnool,
Telangana - 509215

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Quality Assurance Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **16th Sep 2019** and ending on **15th Sep 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 16th Sep 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Ms. U Himabindu, Manager – Quality Assurance**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2018-2019

Mr. P Mourya
Trainee Chemist

Compensation Structuring	Input Sheet	Proposed Salary Details	
		Per Annum	Per Month
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Conveyance Allowance	Fixed	-	-
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed	-	-
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI 3.25% of gross ER Contribution	On Gross Salary	5,850	488
Total Cost to Company		**1,95,570**	**16,298**
GMC (Self, Spouse, Children & Parents), GPA & GTLI (for self)	Free of Charge	24,114	2,010
Food	Lunch & Snacks Coupons Provided by company	-	-
Transport	Free of Charge	-	-
Total Cost to Company		**2,19,684**	**18,307**
Deductions from Salary:			
PF 12% on Basic Salary			810
ESI 0.75% of gross ER Contribution			113
Total Deductions			**923**
Net Salary			**14,078**

Note: Income tax as applicable will be deducted from the monthly salary.

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

September 10, 2019

To
Mr. Y Bhushanam,
Gajularamaram,
Jeedimetla,
Hyderabad
Telangana - 500055

SUBJECT : JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Analytical Services Department. We trust that your knowledge, skill set and experience will be among our most valuable assets.

Period of Employment: Your employment period will be for two years, i.e period commencing from **16th Sep 2019** and ending on **15th Sep 2021**. Your employment with the company automatically ends upon completion of the above-mentioned period. Your employment may be renewed for further period subjective to your performance and the company need.

On acceptance of this job offer, as per company policy you'll be eligible to receive the following from your joining date.

You will be under training for a period of six months from the date of your joining. After successful completion of training period, you will be designated as Senior Chemist or training period may be extended based on your performance.

Salary: Annual Gross Salary of Rs.1,80,000/-. Salary break-up is provided in Annexure-I.

Other perks:

- **Employment Termination:** Notice Period of 90 days.
- **Leaves:** Earned leave–21 days; Sick leave – 9 days.
- **Employer Contribution to PF** over and above salary, amounting to 13% by company includes below & 12% from the employee basic salary.

EPS	EPF	Admin Charges	EDLI
8.33%	3.67%	0.50%	0.50%

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Working hours

Monday to Friday
From 9:00 A.M. to 6:15P.M.
Lunch Time: 12:45P.M. -1:15P.M.

You are requested to undergo a pre-employment post offer medical examination as detailed below.

Medical and occupational history

- Vital signs, height, weight
- Vision Screen
- Examination by a physician
- Routine urine analysis
- CBC
- Pulmonary function test
- ECG

In case you accept the above job offer, please sign below and forward one original set of the Job offer along with medical examination. You are hereby advised to join on or before 16th Sep 2019.

I Accept Job Offer:

I, _____, accept the job offer of "Trainee Chemist" by Daicel Chiral Technologies (India) Pvt Ltd on above terms.

Signature: _____ Date: _____

On receipt of the job offer & Prescribed medical examination fitness, we will issue the employee appointment letter covering the above points in detail.

We at Daicel Chiral Technologies (India) Pvt Ltd look forward to welcoming you aboard. You will be reporting to **Mr. R Pramod Kumar, Senior Manager – Analytical Services.**

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure – 1

SALARY STRUCTURING FOR FINANCIAL YEAR 2018-2019

Mr. Y Bhushanam
Trainee Chemist

Compensation Structuring	Input Sheet	Proposed Salary Details	
		Per Annum	Per Month
Salary Break-up:			
Basic Salary	45% of Base Salary	81,000	6,750
House Rent Allowance	40% of Basic Salary	32,400	2,700
Conveyance Allowance	Fixed	-	-
Medical Reimbursement	Fixed	15,000	1,250
Leave Travel Allowance	Fixed	-	-
Special Allowance	Fixed	51,600	4,300
Cost to the Company		**1,80,000**	**15,000**
PF 12% Employer Contribution	On Basic Salary	9,720	810
ESI 3.25% of gross ER Contribution	On Gross Salary	5,850	488
Total Cost to Company		**1,95,570**	**16,298**
GMC (Self, Spouse, Children & Parents), GPA & GTLI (for self)	Free of Charge	24,114	2,010
Food	Lunch & Snacks Coupons Provided by company	-	-
Transport	Free of Charge	-	-
Total Cost to Company		**2,19,684**	**18,307**
Deductions from Salary:			
PF 12% on Basic Salary			810
ESI 0.75% of gross ER Contribution			113
Total Deductions			**923**
Net Salary			**14,078**

Note: Income tax as applicable will be deducted from the monthly salary.

Laurus Labs Limited
Research & Development Center
Plot No: DS1 & 2, IKP Knowledge Park, Genome Valley,
Turkapally, Shameerpet, Hyderabad - 500078, Telangana, India.
T +91 40 2348 0480 F +91 40 2348 0481

LAURUS Labs
Knowledge . Innovation . Excellence

LL/HR/Off/MRF 35(14)/R&D/June'2020/299 **June 18, 2020**

Mr. Laxma Reddy Rajannagari,
S/o Mr.Chandra Reddy R,
H.No: 5-93,
Lalgadimalakpet (Village),
Shameerpet (Mandal),
Medchal-Malkajgiri District- 500078.

Dear Mr. Laxma Reddy,

Sub: Letter of Offer

This has reference to your application and the discussions we had with you. We are pleased to offer you the position of **'Trainee'** in **"Analytical Development Generics Department"** at our **R & D** Center, IKP Knowledge Park, Genome Valley, Turkapally, Hyderabad on the following terms and conditions:

1. Your gross remuneration will be **Rs. 1,90,000/-** (Rupees One Lakh Ninety Thousand only) per annum Cost to Company (inclusive of all annual and statutory benefits).
2. You will be under Training for a period of One Year.
3. A formal letter of appointment shall be issued to you at the time of joining.
4. You will be governed by the Rules & Regulations of the company that are in force at present and the changes that take place from time to time.
5. You are required to sign a separate Confidentiality Agreement with the company, which will form part of the appointment letter.
6. You are required to undergo a pre-employment medical check-up, which shall be arranged by the company. This Offer of Appointment is subject to your Physical fitness.

7. You are requested to bring following documents in original at the time of reporting for duty.
   a) Proof of date of birth SSC certificates
   b) Original Certificates of your educational qualifications along with marks sheets and two sets of photocopies of the same
   c) Five passport size photographs
   d) Two reference letters from acquaintances other than relatives
   e) Photo copies of Passport, Aadhar card, Driving licence and PAN card
   f) Two Group Photograph of your family (Self, Parents, Spouse & Children) for converge under ESI & Aadhar Cards of dependents
   g) Two passport size photographs of dependents (self, parents, spouse & children) for Group Mediclaim Policy.

We request you to join the organization on or before **20th July, 2020**. Please sign the duplicate copy of this offer as an acceptance.

We look forward to having you in our team.

Yours sincerely,
For **Laurus Labs Limited,**

Dr. C Satyanarayana
Chief Executive Officer

I accept to the above terms and conditions.

Signature:
Name:
Date:

From: **Unique Biotech Accounts** <accounts@uniquebiotech.com>
Date: Wed, 7 Apr 2021, 09:30
Subject: Offer for Job - UNIQUE BIOTECH LIMITED
To: <juane8203@gmail.com>
Cc: Geethanjani Alvn <geetha@uniquebiotech.com>

Dear Miss. Evelyn Juan,

Greeting from UBL!!.

We wish to inform you that based on the interview attended at our office, you are selected for the post of **" Trainee - R&D Department."**

Your initial **gross** salary is **Rs.15,000/-**pm. From the salary, PF, ESI, Professional Tax, etc. will be adjusted as per the statutory norms as & when applicable. Apart from this salary, you will be provided with **subsidized meals.**

You have to sign on a bond towards a minimum of **3 years work commitment for UBL.** If you break the contract in between three years, you will have to pay 3 months gross salary back to the company & no Service certificate & no Relieving letter will be provided.

Your Place of Work & Joining report is :

M/s.Unique Biotech Ltd.,
Plot No.2, Phase-II, MN Park,
Kolthur, Shameerpet Mandal,
Hyderabad-500078
Ph.No.: 040-23480346/23480347

This offer is valid for one week i.e. 13/04/2021. You may consider this mail as offer letter. Please confirm your date of joining by replying to this mail.

Please bring the documents as per the attachment at the time of joining.

Please feel free to contact us for any further information.

Thanks & Regards
Sarath

--
UNIQUE BIOTECH LIMITED.

Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,

Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347
Attachments area

From: **Unique Biotech Accounts** <accounts@uniquebiotech.com>
Date: Wed, 12 Jun 2019, 15:21
Subject: Offer for Job - UBL
To: <heerekarambika20@gmail.com>
Cc: geetha <geetha@uniquebiotech.com>, Ratna Sudha Madempudi <sudha@uniquebiotech.com>

Dear Ms.Heerekar Ambika,

Greeting from UBL!!.

We wish to inform you that based on the interview attended at our office, you are selected for the post of **" Trainee - R&D Department."**

Your initial gross salary is **Rs.15,000/-**. From the salary, PF, Professional Tax, ESI will be adjusted as per the statutory norms as applicable. Apart from this salary, you will be provided **with subsidised meals.**

You have to sign on a bond towards minimum **3 years work commitment for UBL.** If you break the contract in between three years, you will have to pay 3 months gross salary back to the company & no service certificate & Relieving letter will be provided.

Your Place of Work & Joining report is :

M/s.UNIQUE BIOTECH LIMITED.
Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347.

This offer is valid for one week i.e. 19/06/2019. You may consider this mail as offer letter. Please confirm your date of joining by replying to this mail.

Please bring the documents as per the attachment at the time of joining.

Please feel free to contact us for any further information.

Thanks & Regards
Naveen

--
UNIQUE BIOTECH LIMITED.

Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347

Date: 17-02-2021

Ms. Savitha Bhargavi Badha,

Sub: Job Offer as "Research Associate Trainee" in AgriGenome Labs.

Dear Ms.Savitha,

We are pleased to offer you the position of **Research Associate Trainee** in **AgriGenome Labs Private Ltd.** referred to as the "company", on the following terms.

Start Date

Your start date will be on or before 01st March 2021.

Job location

Hyderabad.

Job Responsibilities

Your job responsibilities are set out in Annexure A herein.

Remuneration Payable

In consideration of the duties, functions, and services to be rendered, you will be paid remuneration by the Company as set out in Annexure A herein.

Taxes

All payments to be made by the Company to you, pursuant to your employment, shall be subject to deduction and withholding's of tax or otherwise as the Company may be mandated or required to do so whether by any applicable laws, regulations or guidelines or pursuant to any contract to such effect.

Resignation

In the event of you deciding to resign from the services of Company, you will have to give two month's notice to the Company or pay the Company an amount equal to your two month's gross emolument, in lieu of the notice.

However, during the probation period the Notice Period to be served is one month or pay the Company an amount equal to your one month's gross emolument in lieu of the notice.

The relieving date will be at the sole discretion of the Company.

Termination

The Company reserves the right to terminate your services in the case of non performance or in the event any act or abstinence arising due to willful default, negligence, malafide, financial impropriety and such other similar acts. In such cases, the Company shall have an option to terminate your services. Upon such termination, all rights available to you under this offer shall cease.

Professional Ethics & Confidentiality

During your employment in the Company, you are not permitted to carry on any business or profession or enter into for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person unless done so with the express permission of the Company. You will endeavor to promote the interest of the Company, and shall comply with all operating policies, procedures and practices of the Company and will not divulge to any person or utilize any of the Company's secret or other related information (which you may possess by reason of your association with the Company) outside the Company:

Unless you have first obtained the Company's written consent, you shall not disclose, divulge, or use at any time, either during or after your engagement by the Company, any of the Company's secret or confidential information which is received during the course of your employment, whether patentable or not.

You shall agree to use any such confidential information received pursuant to this offer for internal use only and will not divulge or disclose said information to any other party.
Upon termination of your engagement with the Company, you shall promptly deliver to the Company all Confidential Information, manuals, letters, notes, notebooks, client list, client data / information, software, and reports and copies of any of them, and all other materials of a secret or confidential nature relating to the Company's business or activities and which are in your possession or under your control.

Non Compete

You further agree not to do or indulge in any of the following, without the prior written consent of the Company:

Compete: During the Term and for a period of one year after termination of employment, 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 or in any other capacity or manner whatsoever) for any direct competitor the Company, nor engage in any activity that conflicts with your obligations to the Company;

Solicit Business: During the Term and for a period of one year after the Term, you shall not solicit, endeavor to solicit, influence or attempt to influence any client, customer or other Person, directly or indirectly, to direct his or its purchase of the Company's product and/or services, to himself or any Person in competition with the business of the Company.

Solicit Personnel: During the Term and for a period of one year after the Term, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an Employer, Employee, 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 who is a competitor of the Company

You will acknowledge and agree 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. 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 contained in this Article. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have at law or in equity.

Proprietary Information and Inventions

In Consideration of your employment or continued employment, as the case may be, and the compensation received by you from the Company from time to time you hereby agree that all Proprietary Information shall be the sole property of the Company and its assigns, and the Company and its assigns shall be the sole owner of all patents and other rights in connection therewith. You hereby assign to the Company any rights you may have or acquire in such Proprietary Information. At all times, both during your employment by the Company and after termination of such employment, you will Keep in confidence and trust all Proprietary information and shall not use or disclose any Proprietary Information or anything relating to it without the written consent of the Company, except as may be necessary in the ordinary course of performing your duties as an employee of the Company.

Probation

You will be on Probation for a period of six months, during which period either party can terminate the employment without cause. Thereafter, you will be confirmed in the services of the company on mutually agreed terms.

IT Security Practices & Procedures

While providing services to the Company, you must adhere to the IT Security Practices & Procedures as prescribed by the Company.

Others

During the term of your employment, you shall provide services only for the Company and will not provide any similar services for any other person/ organization, which competes, directly or indirectly, with the Company, without the prior written approval of the Company.

The Company shall not be liable / responsible in respect of any mis-statements made by you in the course of performance of your obligations. Further your employment does not confer upon you any right to bind the Company to any representations made by you to any person. In the event of any such liabilities upon the Company, the Company shall be entitled to recover the same from you in such manner as it may think fit.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to The AgriGenome Family and look forward to a fruitful collaboration.

With Best Wishes,

For` AgriGenome Labs Pvt. Ltd.,



M R Balamani Amma
Director

Acknowledgement of Acceptance

I acknowledge this letter of offer and its contents and accept the offer of employment under the terms and conditions therein.

_____ _____

Savitha Bhargavi Badha **Date**

ANNEXURE A – JOB RESPONSIBILITIES

You will be reporting to Dr. Sivarama Prasad, Lead Scientist – AgriGenome Labs Private Ltd

- Identification, Validation and Application of molecular markers for testing the genetic purity in crops.
- DNA Fingerprinting for PPV &FRA using molecular markers.
- Genetic Purity analysis of commercial seed production lots as a part of QC, handling large number of commercial seed production lots.
- Application of molecular markers for the maintenance breeding of hybrid seed production.
- Genetic Diversity analysis using the molecular markers.
- Marker assisted selection of foreground selection for introgression of non-GM traits in to desired genetic backgrounds.
- Standardization of zygosity assays for the new trait technologies.
- Molecular markers for analysis of GM traits introgression in to desired genetic backgrounds- Zygosity determination
- ELISA- Quantitative & Qualitative Detection of protein expression.
- Sample collection from fields for DNA extraction in the lab and data collection from fields for comparison of molecular results.
- Preparation of the monthly reports and data compilation.
- Preparation of the day to day quality reports to be submitted to the client.
- Maintenance of lab records, logbooks of chemicals and overall lab upkeep.
- All other related work that has been assigned / delegated as task from the reporting head.

The responsibilities set in here may be subject to change periodically based on the needs of the Company.

ANNEXURE B

Remuneration Payable to Employee

Annual CTC : Rs.2,04,000/- (Two Lakhs Four Thousand only) per annum
All remunerations will be credited after TDS.
The split up of your monthly gross is given below:

Sl. No.	Particulars	Structure
	Annual CTC	**2,04,000.00**
	Fixed CTC	**2,04,000.00**
	Monthly CTC	**17,000.00**
	Earnings:	
1	Basic Salary	8,700.00
2	House Rent Allowance	3,480.00
3	Conveyance	-
4	Medical Reimbursement*	-
5	Leave Travel Allowance*	-
6	Dearness Allowance (DA)	2,000.00
7	PF Employer Contribution	1,254.00
8	Special Allowance	1,566.00
		17,000.00
	Deductions:	
1	PF Employer Contribution	1,254.00
2	PF Employee Contribution	1,254.00
3	VPF (optional)	-
4	ESI Employee Contribution	118.00
5	Professional Tax*	150.00
6	Labour Welfare Fund**	20.00
7	Tax Deducted at Source***	
8	LTA Withhold	
		2,796.00
	Net Take Home	**14,204.00**
	Monthly CTC	**17,000.00**
	ESI Employer Contribution Monthly	**-**
	Fixed Annual CTC	**2,04,000.00**
	Total Annual Cost to the Company	**-**

*Medical Reimbursement - Optional to employee. Maximum Limit of Rs.1250p.m

*Leave Travel Allowance- Optional to employee. Maximum Limit 5% on Basic Salary

Fwd: Offer for Job - UBL

Date: Fri, 2 Aug 2019, 21:11
Subject: Fwd: Offer for Job - UBL
To: Ms.Yogasree < yogasree @gmail.com>---------- Forwarded message ---------
From: **Unique Biotech Accounts** <accounts@uniquebiotech.com>
Date: Wed, 12 Jun 2019, 15:21
Subject: Offer for Job - UBL
Dear Ms.: Yogasree,

Greeting from UBL!!.

We wish to inform you that based on the interview attended at our office, you are selected for the post of **" Trainee - R&D Department."**

Your initial gross salary is **Rs.15,000/-**. From the salary, PF, Professional Tax, ESI will be adjusted as per the
statutory norms as applicable. Apart from this salary, you will be provided **with subsidised meals.**

You have to sign on a bond towards minimum **3 years work commitment for UBL.** If you break the contract in between three years, you will have to pay 3 months gross salary back to the company & no service certificate & Relieving letter will
be provided.

Your Place of Work & Joining report is :

M/s.UNIQUE BIOTECH LIMITED.
Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347.
This offer is valid for one week i.e. 19/06/2019. You may consider this mail as offer letter. Please confirm your date of
joining by replying to this mail.
Please bring the documents as per the attachment at the time of joining.
Please feel free to contact us for any further information.
Thanks & Regards
Naveen
--
UNIQUE BIOTECH LIMITED.
Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347

Date: 07/04/2021

Mr. / Ms. **Aggadi Akhila,**

Employee Code : V1E19255

D.no:10-3-377/2 ,Hindupuri Colony, Jagtial Road, 505001

Karimnagar

Telangana

Sub: Appointment Letter

Dear Mr. / Ms. **Aggadi Akhila,**

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **Medical Coder - Medical Coding** with effect from **07-04-2021** in our organization based in **Vee1,** on the following terms and conditions:

Your Cost to Company will be **Rs.37701/-Three Lakhs Seven Thousand Seven Hundred Only** and a detailed salary break up is as per the Annexure - A

Please go through the HR Policies of the Company governing your employment. Other terms and conditions relating to your appointment are enclosed herein.

If the above terms and conditions are acceptable to you, we request you to sign and return to us the duplicate copy of this letter as a token of acceptance.

We look forward to a long and mutually beneficial relationship with you.

Terms & Conditions:-

Probation

1. You will be on probation for a period of six months commencing from your date ofJ'oining the Company. If performance is not satisfactory your probation period may be exten ed. At the end of your probation your services will be confirmed based on confirmation assessment by the management. During the probation period either party may terminate this agreement by giving the other party **30 Days** notice and without assigning any reason.

2. Management is under no obligation to offer you employment after the completion of your probation period. However, upon successful completion of your 6 months Probationary you will be confirmed as applicable to any other employees.

Notice Period

3. After confirmation either party by stating their intention to do so, in writing, may terminate this employment at any time, provided that at least **30 Days** notice or salary in lieu thereof has been given. However Company will have absolute discretion to waive off the notice period. In the event that you are in the middle of an assignment, the Company may require you to complete all operation parts of the assignment, as determined by the Company before agreeing to your release.
4. In such circumstances you will be required to return all documents and property belonging to the Company before your last working day in order to obtain release from the Company. You are also specifically restrained from keeping copies or extracts of any of the Company or client's document with you, after your release from the services of the Company, except with specific written permission.

Date of Birth

5. The date of birth declared by you is **04-11-1996** and you will be bound by such date of birth in all service matters related with the Company.

Retirement Age

6. You will retire from the services of the Company on attaining the age of 60 years.

Retirement / Separation Benefits

7. You will be entitled to provident fund and gratuity as per the Company's rules.

Non-Disclosure and Confidentiality

8. You shall sign a Non -Disclosure Agreement and this NDA is applicable during your employment and for a period of two (2) yrs after the employment period. This order is to be read in conjuncture with the NDA that you have read, understood, accepted & acknowledged.
9. During your employment period, you shall not interest or engage yourself in any other business, occupation directly or indirectly without written permission of the Management.
10. You shall not divulge, disclose any time during your probationary period or thereafter, any confidential information regarding the business, know-how, knowledge, secrets, methods, plans etc., of the company. Further, you shall not indulge in any activity which will be considered by the management as detrimental or prejudicial/prudential to the interest of the company or its officers and may bring dis-reputation to the company, failing which may be terminated from services forthwith and suitable action will be initiated.

Tenure Commitment

11. You may have to execute a Bond as a part of your long term commitment for about **ZERO Months.Once** the bond is executed and if not adhered you may have to compensate the Company as per the terms of the Bond or as specified in the NOA.

Responsibilities during employment period:

12. During your employment, you shall report to your immediate superior as designated by the management unless specified otherwise.

13. During your probation or thereafter, you should furnish/ update/ correct your Permanent/ Residential address. Any change in the address should be intimated to the HR immediately. Even whilst on leave or absence, you will have to communicate your whereabouts to HR or to your immediate Supervisor/ Manager, so that the Company may get in touch with you if and when required.

14. During your employment period, you should perform all the roles & responsibilities faithfully & diligently which are attached to your post as assigned by the management.

Incentives & Allowance

15. You will be eligible for performance based incentives on regular basis either, monthly or quarterly and please note the incentives are not part of your regular wages and are purely performance driven.

16. Management reserves the rights to revise or modify the incentive components from time to time.

17. Flexi allowance consists of incentive components which may be categorized as daily, monthly, quarterly incentives. Incentives are also termed as Variable pay or variable performance linked pay.

Verification

18. Your employment with the Company is subject to satisfactory verification of your certificates and testimonials. In the event that such verification reveals any discrepancy in the statement(s) made in your application or in the bio-data with the Company, your services are liable to be terminated forthwith without any notice or compensation.

Non-Competition

19. During the employment and for a period of two (2) years after the employment period, you shall not, without the Company's prior written consent, which consent shall not be unreasonably withheld, directly or indirectly:

I. Hire any employee of the company or recruit, solicit or induce, or attempt to induce, any employee or employees' of the company to terminate their employment with, or otherwise cease their relationship with, the company;

II. Solicit, divert or take away, or attempt to divert or take away, the business of patronage of any clients, customers or accounts or prospective clients or customers of the company; which were contacted, solicited or served by you while in the employment with the company

Transfers

20. You are liable to be transferred from one department/ section to the other, from one job to another of similar skill if an exigency of work is called for.

21. Management reserves its rights to transfer your services to the Head office or any other establishment/ sister/associate concern/branch wherever the interests of the company are involved and you should accept such transfer to any place in your Organization in the state of Karnataka/ anywhere in India, during the Period of probation or thereafter.

Termination of Employment

22. This offer is subject to you being found medically fit by the company's doctor or any other Registered Medical Practitioner authorized by the Management. Management reserves its right to medically examine you at any time during the course of your employment for drugs or otherwise as per the Company's Drug Policy, as we are a Health Care oriented Organization. In case you are found medically unfit, the Company shall not engage you for training or employment thereafter.

23. During the period of your Probationary/ Employment if you remain absent without sanction of leave for a period of more than 5 consecutive working days or overstay sanctioned leave for three consecutive working days, you shall be deemed to have voluntarily left/ abandoned your Employment by your own act, unless you submit your satisfactory explanation in writing to the Management. The management reserves its right to accept or reject your explanation, in which event you shall repay the entire cost as specified by the management. In case, you are absent without prior approval from the

24. Designated authority for more than 5 days, you will be removed from the services of the company without any further dispute.

25. In case of your termination or resignation, you should hand-over the charge to any other designated authority and obtain the clearance from all the departments concerned. Termination of employment can be due to loss of confidence in you by the management, misconduct of any kind, or any other matters which directly or indirectly affects the Company's Stature or interest. Final settlement will be done only upon the clearance from the respective departments.

General

26. You shall take good care of and be responsible and accountable for the work assigned to you. It is the responsibility of every employee to handle the machinery, equipment's, and Company materials used by them from time to time.

27. In addition to the above terms and conditions, the company's Standing Orders/Service Rules and Regulations existing will govern you or as may be modified from time to time, at the discretion of the management.

28. The management reserves the right to lay-off with or without compensation or retrenches your services, at its discretion for any reason whatsoever.

29. Employees are provided with subsidized food at our canteen premises.

30. Apart from the above, you will be governed by the standing orders/ service, rules & regulations of the company in force and as modified from time to time.

Annexure - A

Basic	17000
House Rent Allowance	3936
Conveyance Allowance	2300
Medical Reimbursement	0
Piece Rate Incentives	2918
VPLI	0
Gross Salarv	**35504**
PT	200
ESI	234
PF	1185
Total Employee Contribution	1619
Net Salarv	**33885**
ESI Employer	1012
PF Employer	1185
Total Employer Contribution	2197
Monthlv CTC	**21502**
AnnualCTC	**37701**

Professional Tax:

Employees are liable to pay the Professional Tax contribution every 6 months once based on their gross earning in that particular months. For the period of April to September PT will be deducted m September Payout. For the period of October to March PT will be deducted in March Payout for TamilNadu.

Yours faithfully,

***for* Vee Technologies Private Limited**

SOUJANYA PRAKASH
Digitally signed by SOU JANYA PRAKASH
Date: 2021.05.24 18:46:51 +05:30

Declaration

I have carefully read and understood the above Offer including the attached terms and conditions and accept the same. I agree to be bound by rules and regulations of the Company as amended from time-to-time.

Aggadi Akhila

18-Mar-2021

Mohana Ravali
Hyderabad

Reg: Offer of employment

Dear **Mohana,**

We are pleased to offer you the position of **Software Engineer** at **Legato Health Technologies LLP** and your work location will **Hyderabad - GAR - T1&T2**. 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.1,000,000/- (Ten Lakh Rupees Only**) less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon (i) your acceptance of the same within 3 business days; (ii) on confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of **22-Mar-2021** and at all times thereafter, (iii) the successful verification of your background information; and (iv) you reporting to Legato on the Date of Joining. 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, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

On the Date of Joining, you are required to produce certified true copies of all your credentials as asked for.
Your employment with Legato will commence on the Date of Joining and subject to completion of all joining formalities, including those conditions mentioned above. The joining conditions also include you being present to complete the Legato induction and on-boarding process. In the current remote working environment, this will include you being physically present at the address provided by you during the on-boarding process with Legato and being able to receive Legato company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by Legato to you. You will also need to complete related induction processes, which may be conducted remotely by Legato at its discretion. Please note the Legato property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of Legato at all times and are to be used with utmost care. The property of Legato is subject to inspection by Legato personnel at any time with or without notice.

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 and the entire induction and on-boarding process has been completed as discussed above, please note that 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

_____
Mohana Ravali
Date:

Annexure – A

Associate Name: Mohana Ravali		
Designation: Software Engineer		
Component	**Per Annum (INR)**	**Per Month (INR)**
Basic Salary	381,680	31,807
HRA	152,672	12,723
LTA	31,807	2,651
Special Allowance	388,039	32,337
Gross Salary	**954,198**	**79,517**
Employer's contribution to PF	45,802	3,817
Total Fixed Pay	1,000,000	83,334
Cost to Company (CTC)	**1,000,000**	**83,334**

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

_____
Mohana Ravali
Date:

Fwd: Offer for Job - UBL

Date: Fri, 2 Aug 2019, 21:11
Subject: Fwd: Offer for Job - UBL
To: Sneha Machikanti < Sneha Machikanti @gmail.com>---------- Forwarded message ---------
From: **Unique Biotech Accounts** <accounts@uniquebiotech.com>
Date: Wed, 12 Jun 2019, 15:21
Subject: Offer for Job - UBL
Dear Ms.: Sneha Machikanti,

Greeting from UBL!!.

We wish to inform you that based on the interview attended at our office, you are selected for the post of **" Trainee - R&D Department."**

Your initial gross salary is **Rs.15,000/-**. From the salary, PF, Professional Tax, ESI will be adjusted as per the
statutory norms as applicable. Apart from this salary, you will be provided **with subsidised meals.**

You have to sign on a bond towards minimum **3 years work commitment for UBL.** If you break the contract in between three years, you will have to pay 3 months gross salary back to the company & no service certificate & Relieving letter will
be provided.

Your Place of Work & Joining report is :

M/s.UNIQUE BIOTECH LIMITED.
Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347.
This offer is valid for one week i.e. 19/06/2019. You may consider this mail as offer letter. Please confirm your date of
joining by replying to this mail.
Please bring the documents as per the attachment at the time of joining.
Please feel free to contact us for any further information.
Thanks & Regards
Naveen
--
UNIQUE BIOTECH LIMITED.
Plot No.2, Phase-II, Alexandria Knowledge Park,
Vill:Kolthur, Mdl:Shameerpet,
Medchal-Malkajgiri Dist,
Hyderabad-500078
Ph.No.:91-40-23480346/23480347